

**Academic Senate  
Special Session  
MINUTES**

Monday, December 15, 2014

3:00 – 4:45 p.m.

Room 1109

| <b>Executive Committee Members Present</b> |                    |   |                  |   |                        |
|--|--------------------|---|------------------|---|------------------------|
| x  | Cathy Anderson     |   | Mark Blaser      |   | Keith Brookshaw        |
| x  | Paul Calkins       |   | Kendall Crenshaw |   | Camilla Delsid         |
| x  | Richard Fiske      | x | Leo Fong         | x | Lenore Frigo           |
| x  | Scott Gordon       |   | Debra Griffin    | x | Karen Henderson        |
| x  | Susan Keller       | x | Robb Lightfoot   | x | Jennifer McCandless    |
|  | Rob McCandless     | x | Susan Meacham    | x | Ray Nicholas           |
|  | Brad Peters        |   | Mark Racowsky    | x | Carolyn Salus-Singh    |
| x  | Terrie Snow        | x | Brian Spillane   |   | Craig Thompson         |
|  | Don Cingrani (N/V) |   | Ron Marley (N/V) | x | Meridith Randall (N/V) |
|  |                    |   |                  |   |                        |
| <b>Other Faculty Present</b>               |                    |   |                  |   |                        |
| x  | Janmarie Malik     | x | Casey Schurig    |   |                        |
| <b>Guests</b>                              |                    |   |                  |   |                        |
| x  | Eva Jimenez        | x | Joe Wyse         |   |                        |
|  |                    |   |                  |   |                        |

1. Call to order: Meeting was called to order at 3:02pm

2. Opportunity for Public Comment

- a. This portion of the meeting is reserved for persons desiring to address the Executive Committee on any matter not on the agenda. No action will be taken. Speakers are limited to three minutes.
3. Discussion/Action items
  - a. Shasta's application for the BA in HIM
    - i. Jennifer McCandless moved to approve the application; seconded by Ray Nicholas. Robb stated that although he had many initial reservations about offering this program, he now sees the BA in HIM as not affecting or moving us away from our basic mission. Susan Meacham shared that life science faculty had questions about the long-term sustainability of the program; Scott Gordon mentioned that because many of the core courses would be online there is a lot of flexibility and demand built in. Miscellaneous errors were identified: On the top of page 5, "US campuses" should be "UC campuses"; on page 8, for the column 3 heading, the "d" in "Retained" was dropped to the next line; on the bottom of page 10, the heading of "Other" (with underlining) needs to be added to indicate a new category that includes Medical Terminology, Chemistry, Geology, etc.; on page 7, in the second paragraph, the preposition "in" needs to be removed after "certificates and degrees"; also, earlier in the same sentence, the subject "data" is plural, so the sentence should read "Data indicate...." Any further corrections can be sent to Eva. Because the completed application is limited to a specific length, there still needs to be editing and formatting done to keep the document under the limit. Brian Spillane asked about how approval of this application relates to the recent hiring priorities list that identified two full-time positions in the HIM program; he wonders what will happen if the application isn't approved, or if years later the program does not succeed, what happens to the two full-time faculty that are hired this year? Scott Gordon noted that the two are needed as the minimum number of faculty required for program accreditation, but if the program does grow, other faculty can then be hired. Even if the BA program is not approved, there will still be the AA program in place. A vote was called. Motion carried, with one abstention.
4. Adjournment: Meeting was adjourned at 3:20pm.
5. Next meeting: Monday, January 26, 2015 at 3:00