

Academic Senate
MINUTES
Monday, March 9, 2015
3:00 – 4:45 p.m.
Room 1109

Executive Committee Members Present					
x	Cathy Anderson		Mark Blaser		Keith Brookshaw
x	Paul Calkins		Toni Cancilla		Kendall Crenshaw
x	Richard Fiske	x	Leo Fong	x	Lenore Frigo
	Scott Gordon	x	Debra Griffin		Karen Henderson
x	Nancy Hickson	x	Susan Keller	x	Robb Lightfoot
	Jennifer McCandless	x	Susan Meacham	x	Ray Nicholas
x	Brad Peters	x	Carolyn Salus-Singh	x	Terrie Snow
x	Brian Spillane	x	Craig Thompson	x	Jeannette Veich
	Don Cingrani (N/V)	x	Ron Marley (N/V)		Meridith Randall (N/V)
Other Faculty Present					
x	Teresa Doyle				
Guests					
x	Will Breitbach	x	Dan Haskins	x	Frank Nigro

1. Call to order: Meeting was called to order at 3:01pm.
2. Approval of Minutes (Attachment)—February 23, 2015: Craig Thompson moved to approve the February 23, 2015 minutes; seconded by Terrie Snow. Motion carried.

3. 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.
4. Report
 - a. Report from Instructional Council (Susan Meacham)
 - i. No report. Last week's meeting was cancelled.
 - b. Report from Curriculum Council as needed (Ron Marley)
 - i. Ron reported on meeting with Meridith and Robb concerning the revisions to the Curriculum Council draft bylaws.
 - c. Report from FEC Committee as needed (Teresa Doyle)
 - i. No report.
 - d. Report from Student Success Committee as needed (Teresa Doyle)
 - i. The Student Success Committee met last week and discussed student success programs and initiatives campus-wide. They recommended forming a persistence and retention task force. This group will focus on researching, analyzing, and generating initiatives that build persistence and retention.
 - e. Report from Scholastic Standards Committee as needed (Don Cingrani)
 - i. No report.
 - f. Report from Textbook Committee as needed (Carolyn Singh)
 - i. No report.
 - g. Report from Distance Education Committee as needed (Carolyn Singh)
 - i. No report.
 - h. Report from College Council (Robb Lightfoot) (attachment)
 - i. See 4.i below.
 - i. Report from Senate President (Robb Lightfoot) (attachment)
 - i. Robb sent out a copy of this report earlier this afternoon in a separate e-mail. He summarized the items included: A draft of the Strategic Plan is complete and will be shared college-wide; the Faculty Instructional Technology Committee (FIT) is up and running with Randy Reed as the chair; College Council members submitted their rankings of the roughly 70 initiatives that they reviewed; Robb will be seeking input on finding a replacement for Sue Loring on College Council; the Area A meeting and Spring Plenary are coming up.
5. Informational Items
 - a. Graduation regalia reminder (attachment)
 - b. Faculty Instructional Technology Committee is being launched under the Instructional Council
 - c. On-campus events & resources (Shasta College Civic & Community Engagement Committee; The WHADT Club (Welcoming Hearing And Deaf Together), is hosting a special screening of the movie "No Ordinary Hero; the Super Deafy Movie) attachments
 - d. Spring Plenary SF April – make your voice be heard – Volunteers? (attachment & link [Spring 2015 Plenary](#))
 - e. PIC Process Update(s) – Approvals by Joe Wyse

- f. ASCCC announcements, see attachments for details – (AB 440 update on Transfer Degrees AA-Ts and AS-Ts; Call for Proposals for 2015 Strengthening Student Success Conference Sessions; Proposed changes to BOG title 5 regulations: Disabled Student Programs and Services (DSPS) Regulations Rewrite)
6. Discussion/Action items
- a. Program Improvement Committee - pilot process & forms (2nd reading)
 - i. Frank Nigro asked for feedback on the revised program review form to be used by PIC; this form combined the older form with portions of the program review form on TracDat.
 - b. Hiring Priorities Committee Final Ranking – 3/5/2015 (document to be projected on screen)
 - i. Robb shared the final rankings that were made as a result of a recent retirement announcement in Theater. Susan Meacham explained that the Theater position was added to the list of positions that were not approved for hiring previously; the discussion among members of the Hiring Priorities Committee was done by e-mail. She confirmed that the proper procedure was followed. Ray Nicholas inquired about the level of discussion as a result of the e-mail format; Susan acknowledged that all necessary information was provided to all the committee members, and all members had the opportunity to provide their input. Brian Spillane moved to confirm that proper procedure was followed; seconded by Lenore Frigo. Motion carried.
 - c. Sexual Assault Prevention Mandates
 - i. Robb had planned to have Kevin O’Rourke speak on this, but because Kevin was unable to make the meeting, Robb provided a summary of these mandates, particularly how these would impact faculty. Kevin will present more details on this at a future meeting.
 - d. Faculty Excellence Committee – Handbook (2nd reading)
 - i. Cathy Anderson moved to approve the FEC Handbook; seconded by Craig Thompson. Motion carried. Susan Meacham thanked Teresa Doyle, Cathy Anderson, Shelley Presnell, and the others who helped put together the handbook; she acknowledged how helpful a resource it will be to all faculty. Robb reminded everyone that the FEC is still looking for representatives from BAIT, PEAT and Health Sciences. Teresa noted that the draft bylaws still need to be approved by the Senate. She explained that only change to the bylaws involved the handling of the appeals process. Robb stated that this briefing could be treated as a first reading, so the second reading and final vote would be put on the agenda for the next meeting.
7. Other?
- a. Cathy Anderson raised the issue of the need to replace Marc Beam and Tracy Jennings, who are both leaving after this semester; this essentially leaves the College without an Office of Research and Planning. Because so many of our projects require research support, such as the PIC program reviews, it’s vital that the Office of Research and Planning be fully operational. Dan Haskins mentioned that a job announcement for the researcher position has been generated and should soon be posted. Robb said that he would look into this and find out what the plan and timeline are.

- b. Ray Nicholas inquired about instructors' access to TracDat for any changes to SLOs. At this point, only area coordinators are able to have full access, and instructors are only able to input course-level SLO results. Robb stated that he would discuss this with Meredith Randall and Tracy Jennings.
- 8. Adjournment: Meeting was adjourned at 3:38pm.
- 9. Next meeting: Monday, March 23, 2015 at 3:00 p.m.