

Academic Senate
MINUTES
Monday, May 11, 2015
3:00 – 4:45 p.m.
Room 1109

Executive Committee Members Present					
x	Cathy Anderson		Mark Blaser		Keith Brookshaw
	Paul Calkins		Toni Cancilla		Kendall Crenshaw
x	Richard Fiske	x	Leo Fong	x	Lenore Frigo
x	Scott Gordon		Debra Griffin		Karen Henderson
x	Nancy Hickson		Susan Keller		Robb Lightfoot
x	Jennifer McCandless	x	Susan Meacham	x	Ray Nicholas
x	Brad Peters	x	Carolyn Salus-Singh	x	Terrie Snow
x	Brian Spillane	x	Craig Thompson		Jeannette Veich
	Don Cingrani (N/V)		Ron Marley (N/V)	x	Meridith Randall (N/V)
Other Faculty Present					
x	Carolyn Borg	x	Sue Loring		
Guests					
x	Will Breitbach	x	Tim Johnston	x	Kevin O'Rorke
x	Heather Rossi	x	Joe Wyse		

1. Call to order: Meeting was called to order at 3:05pm.
2. Approval of Minutes (Attachment)—April 27, 2015: Scott Gordon moved to approve the April 27 meeting minutes; seconded by Craig Thompson. 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. During the last Instructional Council meeting, there was an update from Morris Rodrigue and George Estrada on the Facility Master Plan, which detailed potential renovations to existing buildings; there is the possibility of a bond in 2017 or 2018 that would be used to fund these projects. There was also an enrollment update that identified a drop in FTES, so there will be ramped-up effort to expand enrollment, including television, radio and print marketing. There were updates on all the hiring searches being conducted this semester. Tim Johnston gave an update on the automated student education plan program being piloted this semester; the program will be expanded in the fall. As an endorsement of the newly adopted Canvas LMS, Will Breitbach shared psychology instructor Beverly Smith's list of why she likes Canvas.
 - b. Report from Curriculum Council as needed (Ron Marley)
 - i. No report.
 - c. Report from FEC Committee as needed (Teresa Doyle)
 - i. No report.
 - d. Report from Student Success Committee as needed (Teresa Doyle)
 - i. No report.
 - 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. At their last meeting, the DEC discussed the timeline for transitioning to the Canvas LMS. Migration of content from Moodle to Canvas is anticipated to be smooth, and faculty can start using Canvas in Fall 2015. Spring 2016 will be the last semester Moodle will be supported.
 - h. Report from College Council (Robb Lightfoot)
 - i. Robb e-mailed out a copy of both of his reports. He noted that College Council approved the Strategic Plan and has sent it to the Board of Trustees; the most significant addition was mention of professional development. College Council has also ranked the initiatives for funding, and Robb has sent out this list for review.
 - i. Report from Senate President (Robb Lightfoot)
 - i. As part of the Institutional Effectiveness Initiative, a team of experts will be visiting Shasta College on May 18 to assess how we handle our SLOs; team members will be speaking with groups and individuals here on campus, so this will be a good opportunity to share ideas and concerns. Robb also announced that there would be two pilot projects in the fall—the first is for testing the Canvas LMS, and the second involves upper division general education courses

being taught at community colleges. He also reminded everyone about the upcoming Day of the Teacher and the special recognition of our two Excellent Educators, Melinda Kashuba and Terrie Snow.

5. Informational Items

- a. Day of the Teacher, May 13
- b. PRT Review Team on Campus – May 18
- c. BA Pilot Update
- d. Strategic Plan Approved (attachment)
- e. ASCCC/Chancellor's Announcements see online at <http://bit.ly/1zRhtZu>

6. Discussion/Action items

- a. Senate Elections
 - i. Susan Meacham announced the results of the elections for the three At-Large Representatives who will be serving from 2015 to 2017—Brian Spillane was re-elected, and Iraj Sivasdas from Math and Nancy Roback from Chemistry were elected. For the two at-large positions that will be vacant because of retirement or resignation, Linda Thomas from Nursing will complete Terrie Snow's second year, and Joanne Tippin from Nutrition will complete Susan Keller's second year.
 - ii. Cathy Anderson nominated Robb Lightfoot for Senate President. Robb was elected President with a unanimous vote.
 - iii. Brian Spillane nominated Leo Fong for Senate Secretary. Leo was elected Secretary with a unanimous vote.
 - iv. Cathy Anderson nominated Susan Meacham for Senate Vice-President. Susan was elected with a unanimous vote.
- b. Online Education Initiative (Will Breitbart)
 - i. Will Breitbart noted that the biggest challenge statewide identified by the OEI is with accessibility, so there have been workshops offered in this. Here at Shasta College there will be three courses offered this summer that have received feedback from the OEI Professional Development Committee. Online tutoring for these courses will be offered through Canvas; OEI has contracted the company NetTutor to manage this. For the fall, the plan is to have three courses, with four sections in total offered through Canvas along with online tutoring. Will explained that the long-term goal is to offer online tutoring to all of our students, not just those enrolled in OEI courses. There are also larger efforts to work with other colleges; these include placement and OEI classes accepted to count for residency graduation requirements.
- c. Campus Safety (Kevin O'Rorke)
 - i. Kevin O'Rorke and Heather Rossi summarized recent changes involving campus safety. There has been considerable attention placed upon affirmative consent, and many of these efforts have been in the form of updates and training for incoming students. Kevin also offered instructors the opportunity to have one of his staff come into classrooms to provide campus safety information to students. Because there is now a lot more scrutiny placed on how colleges manage campus safety, there are considerable changes in how colleges are required to follow up on any incident involving one of their students. Heather shared the most recent Annual Security Report (ASR) for Shasta College. This report presents all crime statistics and campus safety policies. She also provided

copies of brochures on affirmative consent, bystander intervention and One Safe Place.

- d. PRT – Making SLOs work for us (Robb/Meridith)
 - i. Meridith Randall reported that on May 18, a team made up of faculty from other colleges will come, at our request, to talk to us about two topics: The first topic is the SLO process, which seems to have stalled after a promising start. Faculty interested in providing input on this should attend the meeting in the boardroom. The second topic is enrollment management, with the primary focus on generating ideas on how to increase our stagnant enrollment numbers. This visit will be the first of three visits. The first day of the visit is primarily information gathering. Joe Wyse reminded everyone that this visit is meant to help us with constructive advice, so it's important that everyone be open with their comments, and these can be made confidentially.
 - e. Revised Residency Unit Requirements for a Degree (Carolyn Borg)
 - i. Because the details of this revision were already presented during the March 23rd meeting, Carolyn Borg provided a brief summary of the rationale for the changes. These changes will be incorporated in the next catalog. Because the revised draft was not made available in time for the meeting, Jennifer McCandless expressed concerned about voting on this. Susan suggested the Senate could hold a special meeting next Monday after the document was sent out to Senate members for review.
 - f. Draft Student Success and Support Program (SSSP) 2015-16 Plan (Tim Johnson) (attachment)
 - i. Tim Johnson explained that this plan is required annually to detail how funding will be spent. He anticipates that this will be done at the end of October. As to areas that are in need of more funding, Tim singled out two specific ones: Counseling, particularly with work on student ed. plans, and follow-up services, such as tracking students to monitor retention. Susan reminded everyone that we will be returning to this plan in the fall.
7. Other?
- a. Susan Meacham noted that the Classified Staff STAR Awards ceremony this semester had no faculty in attendance, so in the future we need to have more of a concerted effort to ensure a faculty presence at the ceremony.
8. Adjournment: Meeting was adjourned at 4:08pm.
9. Next meeting: Monday, August 24, 2015 at 3:00 p.m.