

**Academic Senate**  
**MINUTES**  
 Monday, April 25, 2016  
 3:00 – 4:45 p.m.  
 Room 1107

| <b>Executive Committee Members Present</b> |                     |   |                     |   |                        |
|--|---------------------|---|---------------------|---|------------------------|
| x  | Cathy Anderson      |   | Mark Blaser         |   | Keith Brookshaw        |
| x  | Toni Cancilla       | x | James Crockett      |   | Richard Fiske          |
| x  | Leo Fong            | x | Keith Foust         | x | Scott Gordon           |
| x  | Debra Griffin       |   | Karen Henderson     | x | Robb Lightfoot         |
|  | Jennifer McCandless | x | Susan Meacham       | x | Ray Nicholas           |
|  | Nancy Roback        | x | Carolyn Salus-Singh |   | Iraja Sivadas          |
| x  | Brian Spillane      | x | Linda Thomas        | x | Craig Thompson         |
| x  | Joanne Tippin       | x | Andrea Williams     |   |                        |
|  | Don Cingrani (N/V)  |   | Ron Marley (N/V)    | x | Meridith Randall (N/V) |
|  |                     |   |                     |   |                        |
| <b>Other Faculty Present</b>               |                     |   |                     |   |                        |
| x  | Lenore Frigo        |   |                     |   |                        |
| <b>Guests</b>                              |                     |   |                     |   |                        |
| x  | Will Breitbach      |   |                     |   |                        |
|  |                     |   |                     |   |                        |

1. Call to order: Meeting was called to order at 3:04pm.
2. Approval of Minutes (Attachment)—April 11, 2016: Susan Meacham moved to approve the April 11 minutes with one correction: She asked to correct a statement attributed to her during

discussion of the expedited wait list (6.a.i) to indicate that she stated the deadline for adding online and face-to-face classes should be the same; seconded by Andrea Williams. Motion carried, with one abstention.

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.
  - 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. No report.
  - h. Report from SLO Team as needed (Lenore Frigo/Jay Davis)
    - i. No report.
  - i. Report from College Council (Robb Lightfoot)—see website
    - i. Robb touched on the following items that were discussed during the latest meeting of College Council: College goals for accreditation; staff satisfaction survey; transition for Senate leadership; staff support from VP of Instruction office for Senate Executive Committee.
  - j. Report from Senate President (Robb Lightfoot)—see website
    - i. Robb shared highlights from the Plenary Session last week in Sacramento: Our proposed resolution to study the feasibility of expanding the Hayward Award for both full-time and part-time faculty annually was approved. Other approved resolutions included promoting diversity among community college faculty; supporting AB 2017, which provides funding to public colleges for early intervention with mental health care; providing more release time for CTE faculty to increase participation in shared governance; asserting the value of music education in General Education patterns. Robb also shared the results of the election of ASCCC officers.
  
5. Informational Items—short link to attachments of 4/25/16 - <http://bit.ly/Senate4-25>
  - a. Chancellor's Office releases & announcements – see website
  - b. ASCCC releases & announcements – see website
  - c. College Council Agenda and attachments – see website
  - d. Curriculum Committee agenda & Materials – see website

- e. RABA free to Shasta Students Fall/Spring 2016-17
  - f. April 27<sup>th</sup> – Denim Day & Take Back The Night
  - g. Janet Napolitano on campus 4/29/16 @ noon – <http://bit.ly/Napolitano-at-SC>
  - h. Safe Zone Training May 10<sup>th</sup> Student Center Stage – contact Heather Wylie
  - i. Shasta College’s Day of the Educator – May 11<sup>th</sup>, 2016
  - j. Mental Health First Aid Training will be provided by Campus Safety on May 26 & 27<sup>th</sup>, contact Andrea Brown, 242-7913 or [albrown@shastacollege.edu](mailto:albrown@shastacollege.edu) or Lonnie Seay at 242-7912 or [lseay@shastacollege.edu](mailto:lseay@shastacollege.edu) for reservations.
6. Discussion/Action items
- a. DE Plan (2<sup>nd</sup> reading)—Will Breitbach
    - i. There were no changes to the draft. Scott Gordon moved to approve the Senate President signing off on the DE Plan; seconded by Susan Meacham. Motion carried.
  - b. OER proposal (2<sup>nd</sup> reading)—Will Breitbach
    - i. There were only minor changes to the draft. There are currently seven faculty who signed on to participate in the program. Susan Meacham moved to approve the Senate President signing off on the OER Proposal; seconded by Carolyn Salus-Singh. Motion carried.
  - c. Excellent Educator Award—Susan Meacham
    - i. Susan managed the distribution, collection and counting of ballots for Part-Time and Full-Time Excellent Educator Award. She announced that the Part-Time Excellent Educator for 2016 is Nancy Hickson, and the Full-Time Excellent Educator for 2016 is Carolyn Salus-Singh.
  - d. Elections update—Susan Meacham
    - i. The voting will close Wednesday night. Susan suggested that there should be a change to our bylaws to handle voting when there are too few candidates.
  - e. New program approval
    - Engine Boss Completion Certificate – attachment
    - i. Cathy Anderson moved to approve this new program; seconded by Scott Gordon. Meredith Randall explained that this is a part of the increased training the College is offering at the request of fire agencies. The College will receive full apportionment for this. Motion carried.
  - f. Staff satisfaction survey—Robb Lightfoot
    - i. Meredith Randall stated that the results of this survey will be available soon.
  - g. Initiative funding process—Robb Lightfoot
    - i. Meredith announced that the budget initiatives list has gone to the President-Superintendent for his approval.
  - h. Accreditation update—Robb Lightfoot
    - i. Meredith Randall asked for any input on this by early May.
  - i. Spring Plenary—Robb Lightfoot
    - i. Robb spoke of this in his President’s Report above (4.j.i).
  - j. Recommended policy initiative(s)—Robb Lightfoot
    - Document and information management – (Robb recommends) Resolved: Shasta College should provide dedicated clerical support to assist the Senate in managing its online documentation.
    - Bylaws
    - Other

i. This was presented in the President's Report above (4.j.i).

7. Other?

8. Adjournment: Meeting was adjourned at 3:46pm.

9. Next meeting: May 9th, 2016 at 3:00 p.m. in room 1107. (Last meeting of the Spring Term)

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