

Academic Senate
MINUTES
 Monday, August 27, 2018
 3:00 – 5:00 p.m.
 Room 1108

Executive Committee Members Present					
x	Cathy Anderson	x	Kari Aranbul	x	Jim Bigelow
x	James Crockett	x	Anthony Eckhardt	x	Leo Fong
x	Lenore Frigo	x	Scott Gordon	x	Karen Henderson
x	Chaz Kelley	x	Robb Lightfoot	x	Mindy Marlatt
x	Jennifer McCandless	x	Susan Meacham	x	Haley Mulvihill
x	Ray Nicholas	x	Carolyn Singh	x	Wade Stewart
x	Linda Thomas	x	Joanne Tippin		Susan Westler
x	Don Cingrani (N/V)	x	Frank Nigro (N/V)		Scott Yates (N/V)
Other Faculty Present					
Guests					
x	Stacey Bartlett	x	Will Breitbach	x	Tim Johnston
x	Kate Mahar	x	Buffy Tanner	x	Joe Wyse
x	John Yu				

1. Call to order: Meeting was called to order at 3:00 p.m.
2. Approval of Minutes (Attachment)—May 14, 2018: Susan Meacham moved to approve the minutes; seconded by Ray Nicholas. Mindy Marlatt requested a correction to a statement in the

Report from the Academic Senate President (item 4.a.i) that it was the Health Science faculty, specifically the HIM faculty, and not the counselling staff, who have been working on creating compressed courses. Motion with requested correction carried with three abstentions (Robb Lightfoot, Karen Henderson, and Chaz Kelley).

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. Reports

- a. Report from the Academic Senate President (Cathy Anderson)
 - i. No report.
- b. Report from Instructional Council (Susan Meacham)
 - i. No report.
- c. Report from College Council (Frank Nigro or Cathy Anderson)
 - i. Frank Nigro noted that the faculty representatives on College Council this year are the same ones as last year: Ramon Tello, Cathy Anderson and Jay Davis, with Jay serving as faculty co-chair. The committee had its first meeting last week and primarily focused on first readings of revised BPs and APs.
- d. Reports from Standing Subcommittees (Reports are given by the Co-Chair or delegate as needed)
 - i. Curriculum Committee (Co-Chairs: Scott Yates, Frank Nigro)
 1. No report.
 - ii. Scholastic Standards Committee (Co-Chairs: Don Cingrani, Tim Johnston)
 1. Don Cingrani reported that the committee reviewed twelve petitions, with two involving grade changes due to extenuating circumstances. He looked forward to the Senate's input on how handle petitions to remove an F from students who have never attended the class a single time; this discussion will be on the agenda of the September 10th Senate meeting.
 - iii. Faculty Excellence Committee (Co-Chairs: Melanee Grondahl, Frank Nigro)
 1. No report.
 - iv. General Education Committee (Co-Chairs: Susan Westler, Carlos Reyes)
 1. No report.
 - v. SLO Committee (Co-Chairs: Sara McCurry, Will Breitbach)
 1. No report.
- e. Reports from Joint Committees (Reports are given by the Co-Chair or delegate as needed)
 - i. Distance Education Committee (Co-Chairs: Tom Glass, Will Breitbach)
 1. No report.
 - ii. Student Success Committee (Co-Chairs: Jim Crooks, Tim Johnston)
 1. No report.
- f. Report from the Institutional Assessment Committee (Sara McCurry)
 - i. Cathy noted that Sara McCurry will not be able to attend Senate meetings this semester because of a schedule conflict; the committee will instead have a representative attend to give reports when needed.
- g. Guided Pathways (Frank Nigro)

- i. Frank Nigro reported that the interviews for the Dean of Learning Pathways position that were originally scheduled for August 1 and 2 were postponed due to the Carr Fire. He also reported that Shasta College will be sending a team of faculty and administrators to the California Guided Pathways Project Institute next month in San Francisco.

5. Informational Items

a. Online Peer Evaluator Training

Academic Senate previously approved implementing an online format. Now the training is ready to test.

- i. Last year, the Senate approved peer evaluator training to be delivered online. Frank Nigro sent out information about this in an email last week. He reminded everyone that if they are doing peer evaluations of full-time or part-time faculty, or are serving on tenure review committees, and have not done this training within the past three years, they are required to do so now. He also would appreciate any feedback on the training, and he noted that faculty can get flex credit for completing it.

6. Discussion/Action items

a. Introduction

Introduction of new members and a short overview of the Academic Senate's purview.

- i. Cathy asked members of the Senate's Executive Council to introduce themselves, and she noted that there is still one vacancy this semester. Katy Cottrell, one of the three part-time faculty representatives, is only able to serve in the spring, so another part-time faculty member will need to serve in her place. Cathy then reviewed the Senate's mission, organization, membership, and roles of officers and representatives. She encouraged everyone to consider serving as a delegate to the statewide plenary, which is held in both the fall and spring. Finally, she reminded everyone that the Senate and its standing subcommittees are subject to the requirements of the Brown Act.

b. Tenure Review Committees (1 attachment)

- i. Cathy reviewed the changes made to the membership lists of current tenure review committees. The majority of them involve adding Carlos Reyes as the new dean of SLAM. Some changes were made due to faculty retirements. Jay Davis was added to Ron Hardin's TRC in response to a request by BAITS faculty for a Welding instructor to be added to the committee. Cathy then reviewed the TRCs and mentors of new full-time faculty. She noted that Emily Harper and Sonia Fitzhugh currently do not have mentors, so mentors will need to be assigned before the evaluation process can begin. Jennifer McCandless moved to approve the entire list of tenure review committees; seconded by Robb Lightfoot. Robb recommended that training be offered to faculty who are or will be serving as mentors to probationary faculty. Motion carried unanimously.

c. Institutional Tenure Review Committee Appointment

Randy Bush has volunteered to serve as the Academic Senate Representative to the Institutional Tenure Review Committee. The Academic Senate votes whether to confirm the appointment.

- i. Ray Nicholas moved to approve Randy Bush as Senate representative to the ITRC; seconded by Scott Gordon. Motion carried unanimously.
- d. Co-Chair of the Scholastic Standards Committee
Don Cingrani has been elected by the Scholastic Standards Committee to serve as Co-Chair. The Academic Senate votes whether to confirm the selection.
 - i. Lenore Frigo moved to approve Don Cingrani as co-chair of the Scholastic Standards Committee; seconded by Jennifer McCandless. Motion carried unanimously.
- e. Co-Chair of the General Education Committee
Susan Westler has been elected by the Scholastic General Education Committee to serve as Co-Chair. The Academic Senate votes whether to confirm the selection.
 - i. This was voted on at the May 14 meeting, so no vote was taken.
- f. Co-Chair of the Curriculum Committee
Scott Yates has been elected by the Curriculum Committee to serve as Co-Chair. The Academic Senate votes whether to confirm the selection.
 - i. Scott Gordon moved to approve Scott Yates as co-chair of the Curriculum Committee; seconded by Mindy Marlatt. Motion carried unanimously.
- g. Co-Chair of the Faculty Excellence Committee
Melanee Grondahl has been elected by the Faculty Excellence Committee to serve as Co-Chair. The Academic Senate votes whether to confirm the selection.
 - i. This was voted on at the May 14 meeting, so no vote was taken.
- h. BPs and APs – First Reading (6 attachments)
The first reading is an opportunity to review and suggest changes. There is no vote.

BP 4020 – Program and Curriculum Development [Revised, Legally Required]

AP 4020 – Program and Curriculum [Revised, Legally Required]

AP 4021 – Program Review and Discontinuance [New, Legally Required]

BP 4030 – Academic Freedom [Revised, Legally Required]

BP 4230 – Grading Symbols, extenuating Circumstances, Changes [Revised, Legally Required]

AP 4230 – Grading Symbols and Extenuating Circumstances [New, Legally Required]

- i. For BP 4020, Cathy reviewed the changes made. She requested the addition of the phrase “relying primarily upon the advice of the Academic Senate” for greater clarity about the Senate’s role in program and curriculum development. An updated version will be reviewed and voted on at our next meeting.
- ii. For AP 4020, the additions made were to comply with requirements made by the Community College League. Cathy requested clearer distinction made between “credit hours” and “clock hours.” She also asked for the addition of definite and indefinite articles (“the” and “a”) for greater clarity. An updated version will be reviewed and voted on at our next meeting.
- iii. For AP 4021, the changes were relatively minor. Cathy suggested several additional minor revisions to wording and phrasing for the sake of accuracy, such as replacing the acronym CIO with Assistant Superintendent/Vice President

of Instruction. An updated version will be reviewed and voted on at our next meeting.

- iv. For BP 4030, this is legally required routine review.
- v. For BP 4230, much of the content was moved into AP 4230.
- vi. For AP 4230, Cathy suggested several changes for the sake of greater clarity and precision. There was a request to change the definition of a “D” grade from “Passing” to “Unsatisfactory.” An updated version will be reviewed and voted on at our next meeting. Robb Lightfoot requested that faculty be better informed about grading symbols and their implications; for example, many instructors are not aware of the “FW” grade option and how it differs from a standard “F” grade.

i. Fall Project: 8-Week Courses with Five 8-Week Mini-Terms

- i. Cathy reminded everyone that at the May 14 meeting she had introduced the idea of 8-week sessions or “half-terms,” with two of these offered each regular 17-week semester, the first starting at the beginning of the semester, and the second ending on the last week of the semester, with a week in between the two sessions. This schedule would also create a greater sense of continuity with our current 8-week summer session. Cathy noted that the Senate will need to work with the Faculty Association on how this would affect factors like faculty load. Haley Mulvihill pointed out that having 8-week sessions would also have an impact on eligibility for student athletes. Cathy acknowledged that creating a program with compressed 8-week courses would take a lot of work and planning, and she recognized that some courses will not work with an 8-week timeframe, and some faculty will not want to teach a course that follows a compressed schedule, so participation will be voluntary. Buffy Tanner spoke about how the ACE and BOLD programs work with 8-week blocks that allow students to take two courses each term and complete 30 units each year, thus allowing them to complete their degree program in two years. She shared research and data that show how students taking courses in cohorts and in a compressed schedule of 8-week blocks have higher success rates than students who do not. Robb Lightfoot expressed skepticism about how faculty can adequately cover course content in such a compressed timeframe and how students can dedicate enough time to adequately learn the content for a course. Jennifer McCandless was concerned about how compressed versions of courses would affect standard 17-week courses and what students expect from these courses. However, Joanne Tippin recognized that although compressed courses will not be a good match with some students, for highly-motivated students it can be a rewarding experience. Cathy asked everyone to discuss this with fellow faculty and get their views on what courses could be offered in an 8-week session.

7. Other?

8. Adjournment: Meeting was adjourned at 5:04 p.m.

9. Next meeting: Monday, September 10, 2018, at 3:00 p.m.

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