

Academic Senate
MINUTES
 Monday, April 8, 2019
 3:00 – 5:00 p.m.
 Room 1109

Executive Committee Members Present					
x	Cathy Anderson		Kari Aranbul		Jim Bigelow
x	James Crockett		Anthony Eckhardt	x	Leslie Ellingson
x	Leo Fong		Lenore Frigo		Scott Gordon
x	Chaz Kelley	x	Robb Lightfoot		Mindy Marlatt
x	Susan Meacham	x	Haley Mulvihill	x	Ray Nicholas
x	Carolyn Singh	x	Jeff Specht		Linda Thomas
x	Craig Thompson	x	Joanne Tippin	x	Susan Westler
	Don Cingrani (N/V)	x	Frank Nigro (N/V)		Scott Yates (N/V)
Other Faculty Present					
Guests					
x	Seth Abrahamson	x	Will Breitbach	x	Jennifer Fox
x	Tim Johnston	x	Matthew (Student)	x	Sandra Hamilton Slane
x	John Yu				

1. Call to order: Meeting was called to order at 3:02 p.m.
2. Approval of Minutes (Attachment)—March 25, 2019: Susan Meacham noted that several people who were in attendance were not identified as present: Tim Johnston, Buffy Tanner, Crystal

Mair, and a student named Matthew. Susan Meacham moved to approve the minutes with the corrections; seconded by Craig Thompson. Motion carried with one abstention (Jeff Specht).

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. Cathy introduced the two new researchers, Seth Abrahamson and Jennifer Fox.
- b. Report from Instructional Council (Susan Meacham)
 - i. No report.
- c. Report from College Council (Frank Nigro or Cathy Anderson)
 - i. No report.
- 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. Susan Westler reported that the committee is reviewing the Curriculum Handbook; the last time it was reviewed was 2011.
 - ii. Scholastic Standards Committee (Co-Chairs: Don Cingrani, Tim Johnston)
 1. No report.
 - iii. Faculty Excellence Committee (Co-Chairs: Melanee Grondahl, Jennifer McCandless)
 1. Joanne Tippin reported that the fall flex day was discussed; it will have a Guided Pathways focus.
 - iv. General Education Committee (Co-Chairs: Susan Westler, Carlos Reyes)
 1. Susan Westler reported that the committee has been in contact with Math faculty concerning MATH 114, which had been approved as a GE course.
 - v. SLO Committee (Co-Chairs: Sara McCurry, Kate Ashbey, 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. Will Breitbach mentioned that the next meeting will involve discussion of a grant opportunity for developing online programs.
 - ii. Student Success Committee (Co-Chairs: Jim Crooks, John Yu)
 1. No report.
- f. Report from the Institutional Assessment Committee (Sara McCurry)
 - i. No report.
- g. Guided Pathways (Jennifer McCandless)
 - i. No report. Cathy reported that Jennifer promoted to the Faculty Excellence Committee the idea that the student panel feedback could be used to generate flex day topics.

5. Informational Items

- a. Cathy mentioned that because of spring break, any Senate items for the next agenda need to be sent to her by tomorrow.

6. Discussion/Action items

- a. Draft 2019-2022 Student Equity Plan - Second Reading (1 attachment)

- i. Sandra Hamilton Slane shared additional data on disproportionately impacted populations. She reported that the draft was reviewed and approved by the Student Success Committee, and the committee also approved the inclusion of two new groups as disproportionately impacted: previously incarcerated students and first-generation students. The only changes made to the draft involved addition of data. Robb Lightfoot was curious about how we could find out more about why students choose not to enroll at Shasta College. Sandra explained that there is a project underway to increase outreach and to better track those in disproportionately impacted groups. She emphasized how the trend data will primarily be used as a way to push equity efforts forward to achieve attainable goals. Susan Meacham moved to approve the 2019-2022 Student Equity Plan; seconded by Robb Lightfoot. Motion carried unanimously.

- b. Excellent Educator

Nominees are: Laurie Bish, Associate Degree Nursing; Mark Blaser, Chemistry; Craig Carmena, Administration of Justice; Lorraine Haas, Early Childhood Education; Shelly Presnell, Communication Studies; James Crockett, Student Development

- i. For the full-time Excellent Educator, Susan Meacham explained the process described in our bylaws; she then distributed the ballots and collected them when completed. After voting was completed, she and Jeff Specht counted the ballots. Lorraine Haas was announced as the 2018-19 Full-Time Excellent Educator.
- ii. For the part-time Excellent Educator, Susan Meacham explained that because there was only one nominee, the ballot only specified "yes" or "no." Susan distributed the ballots and collected them when completed. She and Jeff Specht counted the ballots. James Crockett was announced as the 2018-19 Part-Time Excellent Educator.

- c. Student Panel Questions and Format (1 attachment)

- i. Cathy reported that so far over 60 people have accepted the invitation to attend the panel on April 29. For the panel itself, there will be 4 to 6 students selected from the 12 names submitted so far. Cathy asked for revisions to the current set of questions. Joanne Tippin suggested that students could be given all the questions and they could decide which ones they would want to answer. It was agreed that questions could be grouped together by theme. Questions 6,7,9,10 could be grouped together because they deal with Student Services. 11 could be incorporated into 12, with the addition of the question "why or why not?" Craig Thompson also suggested, "What was your primary motivation to come to Shasta College?" Also, "Why did you pick Shasta College?"
- ii. Discussion produced the following revised set of questions: 1. Introduce yourself, include your name. How long you have been attending Shasta College? Are you full-time or part time, and why? What was your primary motivation for

coming to Shasta College? 2. When you came to Shasta College, what was your educational goal? Has your goal changed? What is helping you achieve your goal? 3. Do you feel that you have a clear understanding of what you need to do to achieve your goal? Why or why not? 4. What services have you used at Shasta College? To what extent did they help? 5. Do you feel a sense of belonging to the Shasta College community? Why or why not?

d. Fulltime Faculty Hiring Procedure (1 attachment)

Continue our discussion; what's working, what's not.

- i. Further revisions to the procedure were made. In the first paragraph, last sentence, the phrase "depending on the decision of the faculty members" should be deleted. Frank Nigro suggested changing "three staff selection committees" to "these staff selection committees," and adding the phrase "and approve" after "review" in the second paragraph. For the Definition of Staff Selection Committees section, for the Equivalency Committee, adding the word "preferably" ("two faculty, preferably full-time"). To encourage more diversity in our faculty, in the Screening Committee section, the Equal Employment Opportunity representative would now be specified as "from an unrelated discipline"; this addition would eliminate the need for the last sentence ("Typically, the representative will not be a member of the Division where a vacancy occurs"); this would be repeated in the Interview Committee section where the EEO representative is mentioned. For the Interview Question section, adding "examples of acceptable" to specify the type of "answers to the proposed question"; for the next paragraph, replacing the sentence "The committee shall also provide for appropriate teaching demonstrations" with "The interview will include a demonstration appropriate to the assignment." Rephrasing part c of the Applications Screened section to read: "Sensitivity to and understanding of the diverse background of the district's students. This includes but is not limited to diversity in academic preparation, socioeconomic status, cultural and ethnic backgrounds, and disability status." Replacing "personal" with "first level" to describe "interviews." Adding in the clause "who meet the minimum qualifications" after "Part-time unit members." Replacing "each interview" with "all interviews," and changing "to participate in the evaluation of candidates" with "to participate in any evaluation of candidates" in part b of The Interview section; also eliminating the clause "In case the list of candidates to be interviewed is large."

7. Other— No action may be taken on discussions under the "other" agenda item.
 - a. Chaz Kelley asked that anyone who had input on resolutions for the upcoming Spring Plenary contact him before he attends.
8. Adjournment: Meeting was adjourned at 4:55 p.m.
9. Next meeting: Monday, April 22, 2019, at 3:00 p.m. in Room 1109

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