

Academic Senate

MINUTES

Monday, December 14, 2020

3:00 – 5:00 p.m.

Via Zoom

Executive Committee Members Present					
x	Cathy Anderson	x	Kari Aranbul	x	Jim Bigelow
x	David Carico	x	Jim Crooks	x	Cheryl Cruse
x	Leslie Ellingson	x	Leo Fong	x	Lenore Frigo
x	Scott Gordon	x	Chaz Kelley	x	Mindy Marlatt
	Corrinne Minnard	x	Haley Mulvihill	x	Ray Nicholas
x	Johnathan Nuttall	x	Carie Palmer		Linda Thomas
x	Craig Thompson	x	Joanne Tippin	x	Michael Trujillo
x	Susan Westler				
	Jennifer McCandless (N/V)	x	Frank Nigro (N/V)		Scott Yates (N/V)
Other Faculty Present					
x	Tom Martin				
Guests					
x	Stacey Bartlett	x	Will Breitbach	x	Andy Fields
x	David Gatewood	x	Ioanna Iatridis	x	Tim Johnston
x	Kate Mahar	x	Carlos Reyes		

1. Call to order: Meeting was called to order at 3:00 p.m.

2. Approval of Minutes (Attachment)—November 30, 2020: Susan Westler moved to approve the November 30th minutes; seconded by Ray Nicholas. Motion carried with three abstentions (Scott Gordon; Carie Palmer; Craig Thompson).
3. Informational Reports from Guests and Executive Committee Members
 - Facilitator: Cathy Anderson
 - Purpose and Expected Outcome: This agenda item is for invited reports from guests and Executive Committee members. No action will be taken under this agenda item.
 - a. Follow up on Fall 2020 Plenary Session. This is an opportunity for attendees to share anything that made an impression, or any information that we should be aware of. (No attachment)
 - Presenters: Kari Aranbul, Carie Palmer, Michael Trujillo, Susan Westler
 - i. Cathy asked Fall 2020 Plenary attendees to share what was noteworthy. Susan Westler cited the resolution made on anti-racism that included an anti-racism pledge that faculty would sign; there was considerable discussion about the pledge, but the resolution passed. She also noted the resolution clarifying and strengthening the ethnic studies requirement. Kari Aranbul pointed out a session on micro-aggressions in the classroom, whether in-person or online. Carie Palmer made a general observation that the presenters at the Plenary Session were very effective at clarifying the theme of anti-racism. Michael Trujillo explained that he attended several sessions that focused on online education; these included the use of smart phone technology and utilizing peer observations made by faculty outside of one's discipline. Cathy pointed out that we will soon need to select a delegate for the Spring 2021 Plenary.
 - b. The Equitable Placement (AB 705) Validation of Practices Data Report. (No attachment)
 - Presenter: Frank Nigro
 - i. Frank Nigro provided the background for the Equitable Placement Validation of Practices Data Report, which we will need to submit to the Chancellor's Office. Will Breitbach gave a preview of the draft report. He started by showing the data for completed transfer-level English and Math by first academic year, by gender, and by ethnic group; there was an upward trend for each of these. Then he identified successful interventions: placement, supplemental instruction, and tutoring. The data points of interest that the Chancellor's Office asked for included high school GPA, educational goals, ethnicity, and throughput in English, Math, and Science.
 - c. Credit for Prior Learning (CPL) District Policy Certification. (2 attachments)
 - Presenter: Frank Nigro
 - i. Frank Nigro shared the Credit for Prior Learning Certification form that Shasta College will be submitting to the Chancellor's Office. He also announced that work is currently being done on a Credit for Prior Learning page on the College's web site. Kate Mahar will be asking for faculty to serve as Credit for Prior Learning liaisons to help with this process.
4. Standing Action Items from Our Subcommittees, The Office of Instruction, and The Office of the Superintendent/President
 - Facilitator: Cathy Anderson

- Purpose and Expected Outcome: This agenda item is for business that the Academic Senate must discuss and vote on at each meeting.

a. From the Curriculum Committee

New or Revised Courses: None at this meeting

New or Revised Programs: None at this meeting

b. From the Office of Instruction

Tenure Review Committees/Mentors: Proposed revisions for Spring 2021 (1 attachment)

- i. Cathy noted that there are two proposed changes to the tenure review committees: First, for Sonia Fitzhugh's TRC, Angela Nitsche will be replacing Karen Henderson. Second, the TRC for the as-yet-selected Dental Instructor will consist of Elaine Carmena, Charles Cort, and Linda Thomas, with Ioanna Iatridis as the administrative chair, and Kylee Cox as mentor. Carie Palmer moved to accept revisions to the TRCs; seconded by Craig Thompson. Motion carried unanimously.

Peer Evaluators: None at this meeting

c. Board Policies and Administrative Procedures from the Office of the Superintendent/President (1 attachment)

First Readings: First readings are an opportunity to review, clarify, and suggest changes. We do not make motions or vote on a first reading.

None at this meeting

Second Readings: Second readings are an opportunity to make motions to approve with minor changes. If significant changes are needed then there will not be a vote and the BP/AP will be brought back for a third reading.

BP 7250 – Educational Administrators

- i. Cathy reviewed the changes that were made; all involved changing the pronouns "his or her" to "their." Kari Aranbul moved to approve BP 7250; seconded by Carie Palmer. Motion carried unanimously.

d. Other: None at this meeting

5. Project-Based Discussion/Action Items

- These agenda items will vary to reflect the current projects that the Academic Senate is working on.
- a. What is the Recommended Guidance on Cameras in Online and Hybrid Classes?
 - Facilitator: Will Breitbach
 - Project: Cameras-On? Project

- Purpose and Expected Outcome: An ad-hoc committee met to develop some guidelines for camera requirements in online classes. Members of the ad-hoc committee are Yvette Marley, Carrie Palmer, Michael Trujillo, Paul Burwick, Brianne Brichacek, Frank Nigro, and Will Breitbach. The Academic Senate could adopt these guidelines for distribution to faculty.
- Anticipated Completion: December 14.

Will Breitbach reminded everyone about the impetus and general rationale for this list of guidelines. He noted all the revisions that were made from input given during our previous meeting. Lenore Frigo reported that several colleagues expressed concern about requiring Proctorio; Carrie Palmer recommended that this requirement be noted in MyShasta for any classes that require the use of Proctorio. Chaz Kelley moved to approve the guidelines for camera requirements in online classes; seconded by David Carico. Ray Nicholas requested that there be an explicit statement that these guidelines are recommendations and not requirements; he also asked that a clear list of legal requirements be provided so that faculty know what these are. Motion carried unanimously.

6. Standing Reports from Subcommittees and Joint Committees

- Facilitator: Cathy Anderson
- Purpose and Expected Outcome: Subcommittees and Joint Committees are invited to update the Executive Committee about their current work. No action will be taken under this agenda item.
- a. Report from the Academic Senate President (Cathy Anderson)
No report.
- b. Report from Instructional Council (Jennifer McCandless)
Jennifer McCandless sent a report to Cathy that Instructional Council met December 3rd. The only agenda item was Sandra Hamilton Slane's presentation of the annual Student Equity and Achievement Plan (SEAP) report that is due in January.
- c. Report from College Council (Frank Nigro or Cathy Anderson)
Cathy reported that the Leading from the Middle team will be presenting its recommendations on improving committee work at tomorrow's meeting of College Council
- d. Reports from Standing Subcommittees (Reports are given by the Co-Chairs or members as needed)
 - i. Curriculum Committee (Co-Chair: Scott Yates, Frank Nigro)
No report.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Frigo, Tim Johnston)
Lenore Frigo reported that the procedure for requesting an Excused Withdrawal (EW) due to COVID-19 during the fall semester has been updated and is now in place.
 - iii. Faculty Excellence Committee (Co-Chairs: Jennifer McCandless, Will Breitbach)
Jennifer McCandless sent her report to Cathy. It noted that the Faculty Excellence Committee met on December 3rd to work on the welcome back day for Spring 2021,

which will be held virtually. The workshops will involve topics such as practical ways to use Canvas.

iv. General Education Committee (Co-Chairs: Susan Westler, Carlos Reyes)

Susan Westler reported that the committee was able to get clarifying information on the Ethnic Studies requirement so at their first meeting next semester they will be able to vote on approving two History courses to meet this requirement.

v. SLO Committee (Co-Chairs: Sara McCurry, Kate Ashbey, Jennifer Fox)

No report.

e. Reports from Joint Committees (Reports are given by the Co-Chairs or delegate as needed)

i. Distance Education Committee (Co-Chairs: Tom Glass, Will Breitbach)

No report.

ii. Student Success Committee (Co-Chairs: Kari Aranbul, Kate Mahar)

No report.

f. Guided Pathways (Jennifer McCandless)

No report.

g. Office of Instruction (Frank Nigro)

Frank Nigro thanked everyone for all their hard work during a very difficult and challenging semester.

7. Other

- Facilitator: Cathy Anderson
- Purpose and Expected Outcome: This agenda item is for members to bring up topics not on the agenda. This is also an opportunity to determine interest in a possible future agenda item topic. No action will be taken under this agenda item.

8. Opportunity for Public Comment

- Facilitator: Cathy Anderson
- Purpose and Expected Outcome: 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 under this agenda item. Speakers are limited to three minutes.

9. Adjournment: Meeting was adjourned at 4:08 p.m.

10. Next Meeting: Monday, January 25, 2021, at 3:00 p.m.

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