

Academic Senate

MINUTES

Monday, February 8, 2021

3:00 – 5:00 p.m.

Via Zoom

Executive Committee Members Present					
x	Cathy Anderson	x	Kari Aranbul		Jim Bigelow
	David Carico	x	Jim Crooks	x	Cheryl Cruse
	Leslie Ellingson	x	Leo Fong	x	Lenore Frigo
x	Scott Gordon	x	Chaz Kelley	x	Mindy Marlatt
x	Corrinne Minnard	x	Haley Mulvihill	x	Ray Nicholas
x	Johnathan Nuttall	x	Carie Palmer	x	Craig Thompson
x	Linda Thomas	x	Joanne Tippin	x	Michael Trujillo
x	Susan Westler				
x	Jennifer McCandless (N/V)	x	Frank Nigro (N/V)	x	Scott Yates (N/V)
Other Faculty Present					
x	Katie Leach	x	Sara McCurry		
Guests					
x	Johanna Anderson	x	Sarabeth Angel-Towner	x	Stacey Bartlett
x	Will Breitbach	x	Michael Gallmeister	x	Tim Johnston
x	Kate Mahar	x	Becky McCall	x	Carlos Reyes
x	Buffy Tanner	x	Joe Wyse	x	Zack Zweigle

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

2. Approval of Minutes (Attachment)—January 25, 2021: Susan Westler moved to approve the January 25th minutes; seconded by Lenore Frigo. Motion carried with two abstentions (Scott Gordon and Haley Mulvihill)
3. Informational Reports from Guests and Executive Committee Members
 - Facilitator: Cathy Anderson
 - Purpose and Expected Outcome: These agenda items are for invited reports from guests and Executive Committee Members. No action will be taken under these agenda items.
 - a. Presenter: Matt Gallmeister
 - MyShasta – Faculty Self Service demonstration
 - Matt Gallmeister provided an overview and demonstration of the Faculty Self Service module that has been added to My Shasta. He highlighted the various ways that faculty can customize management of enrollment, rosters, waitlists, adds, grades, etc. Matt also noted that Self Service will be mobile-friendly and easier to use on a smartphone or tablet than MyShasta is currently. All faculty will have access to Self Service later this month, and the plan is to have student access available in mid-April.
 - b. SLO Committee: Kate Ashbey and Sara McCurry (1 attachment)
 - Presentation of the 2019-20 SLO Report
 - Sara McCurry provided an overview of the Annual Learning Outcomes Report for Fall 2019-Spring 2020 that has been approved by the SLO Committee. She highlighted the goals for the 2020-2021 academic year. Because the report includes information concerning professional development, Cathy suggested that Sara also present this to the Faculty Excellence Committee.
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: These agenda items are for business that the Academic Senate must discuss and vote on at each meeting.
 - a. From the Curriculum Committee
 - New or Revised Courses: (1 attachment)
 - i. The following new courses were approved by the Curriculum Committee:
 - **BOT 15L Plants and People Laboratory** – New Course Proposal, 1.0 unit
 - **ETHS 11 Disparities in Health and Healthcare** – New Course Proposal w/DE, 3.0 unit
 - **ETHS 25 African American History** – New Course Proposal w/DE, 3.0 units
 - **ETHS 35 History of Mexican Americans** – New Course Proposal w/DE, 3.0 units
 - **FAID 333 Certification CPR for the Professional Rescuer** – New Course Proposal w/DE, 0.0 units
 - **FAID 375 Emergency Medical Technician 1 Basic** – New Course Proposal w/DE, 0.0 units
 - **HIST 320 Ancient Societies and Their People** – New Course Proposal w/DE, 0.0 units
 - Susan Westler noted that the three ETHS courses will meet the Area F Ethnic Studies General Education requirement for CSU. Lenore Frigo moved to approve

the list of proposed new courses; seconded by Susan Westler. Motion carried unanimously.

New or Revised Programs: None at this meeting

b. From the Office of Instruction

Tenure Review Committees/Mentors: None at this meeting

Peer Evaluators: (1 attachment)

- i. Melanee Grondahl is the proposed peer evaluator for Jon Jones, and because Melanee is non-tenured this must be approved by the Academic Senate. Scott Gordon moved to approve Melanee Grondahl as the peer evaluator for Jon Jones; seconded by Linda Thomas. Motion carried unanimously.

c. Board Policies and Administrative Procedures from the Office of the Superintendent/President

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

- i. AP 7217—Cathy reviewed the AP, which has no changes.

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.

None at this meeting.

d. Hiring Priorities List Process Approval

The role of the Academic Senate is to hear from the two Academic Senate members of the Hiring Priorities Committee (K. Aranbul, J. McCandless) and to certify (or not) that the process outlined in AP7210 was followed correctly when developing the ranking for the faculty positions on the Hiring Priorities list.

- i. Jennifer McCandless reviewed the hiring priorities ranking procedure outlined in AP 7210 and confirmed that the Hiring Priorities Committee followed this procedure. Kari Aranbul concurred with this. Ray Nicholas moved to certify that the hiring priorities ranking procedure outlined in AP 7210 was properly followed; seconded by Craig Thompson. Motion carried unanimously.

e. Guided Pathways: Scale of Adoption Report – Jennifer McCandless and Will Breitbach (1 attachment)

Since this report requires the Academic Senate President's signature we will have two readings.

- i. Jennifer McCandless provided a quick review of the annual Guided Pathways Scale of Adoption Assessment Report for 2020-2021 by highlighting the progress in each of the four pillars of Guided Pathways. The intent of the report is to assess the College's progress toward adopting essential Guided Pathways practices and report this to the Chancellor's Office. Cathy asked that any

questions and input on the report be directed to Jennifer and Will.

5. Project-Based Discussion/Action Items

- These agenda items will vary to reflect the current projects that the Academic Senate is working on.

None at this time.

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 these agenda items.
- a. Report from the Academic Senate President (Cathy Anderson)
No report.
- b. Report from Instructional Council (Jennifer McCandless)
No report.
- c. Report from College Council (Frank Nigro or Cathy Anderson)
Cathy reported that College Council will be starting work on the new Strategic Plan.
- 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)
Scott Yates reported that the list of courses that still need to be reviewed this year has been sent out to division deans.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Frigo, Tim Johnston)
No report.
 - iii. Faculty Excellence Committee (Co-Chairs: Jennifer McCandless, Will Breitbach)
Jennifer McCandless reported that at their latest meeting the committee reviewed feedback from the spring welcome back day and discussed how the committee can support faculty throughout the entire semester, particularly in areas such as student retention and persistence.
 - iv. General Education Committee (Co-Chairs: Susan Westler, Carlos Reyes)
Susan Westler reported that the committee approved several courses to meet the CSU Ethnic Studies General Education requirement.
 - v. SLO Committee (Co-Chairs: Sara McCurry, Kate Ashbey, Jennifer Fox)
Sara McCurry reported that the committee voted to have an additional SLO assessment this semester to ensure that course SLO reporting be as complete as possible for this academic year. She will be sending out an email to faculty on this soon.

- 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 reported that next week he will be meeting with several instructors to work on guidance for syllabi design to help new faculty design their syllabi. He also noted updates to the Canvas course for Peer Observations.
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 4:59 p.m.
10. Next Meeting: Monday, February 22, 2021, at 3:00 p.m.

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