

Academic Senate
MINUTES
Monday, April 26, 2021
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
x	Corrinne Minnard		Haley Mulvihill	x	Ray Nicholas
x	Johnathan Nuttall	x	Carie Palmer	x	Linda Thomas
x	Craig Thompson	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	Kate Ashbey	x	Steve Kim		
Guests					
x	Stacey Bartlett	x	Andy Fields	x	David Gatewood
x	Ioanna Iatridis	x	Tim Johnston	x	Kate Mahar
x	Carlos Reyes	x	Buffy Tanner	x	Marrianne Williams
x	Zack Zweigle	x			

1. Call to order: Meeting was called to order at 3:02 p.m.

2. Approval of Minutes (Attachment)—March 22, 2021 and April 12, 2021:
 - a. Kari Aranbul moved to approve the March 22nd minutes; seconded by Susan Westler. Motion carried unanimously.
 - b. Susan Westler moved to approve the April 12th minutes; seconded by Craig Thompson. Motion carried with one abstention (Scott Gordon).
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. Report from Spring 2021 Plenary Session of the ASCCC
 - Presenters: Kari Aranbul, Susan Westler
 - Guided Pathways Pillar(s) Supported: All

Cathy asked Kari Aranbul and Susan Westler to share what made the strongest impression on them during the Spring Plenary Session. Kari noted the discussion on Online Educational Resources (OER). Susan mentioned the discussion on the effects of colonization and how these can be examined on a curricular level. Cathy stated that she would share the voting results on the resolutions.
 - b. Updated Syllabus Guidelines
 - Presenter: Frank Nigro
 - Guided Pathways Pillar(s) Supported: Pillar 2 – Enter the Path, Pillar 3 – Stay on the Path, Pillar 4 – Ensure Learning

Frank Nigro presented the updated syllabus guidelines prepared by the Office of Instruction in coordination with the Academic Senate. This reference work can be presented to new faculty to provide them with guidance on required syllabi components and with resources for constructing their own syllabi. Frank demonstrated the various new features that have been added. There was further discussion about possible ways to improve syllabus design and ensure that students understand the content in syllabi.
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:
 - **ADJU 300 PC 832 Arrest Course** – New Course Proposal, 0.0 units
 - **ADJU 302 PC 832 Firearms** – New Course Proposal, 0.0 units
 - See item 4.a.ii below.
 - New or Revised Programs: (1 attachment)
 - ii. The following new program was approved by the Curriculum Committee:
 - **PLC Automation** Non credit award

Scott Gordon moved to approve the two new ADJU courses and the new PLC Automation program; seconded by Ray Nicholas. Motion carried unanimously.

b. From the Office of Instruction

Tenure Review Committees/Mentors: None at this meeting

Peer Evaluators: None at this meeting

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. BP 7900 (one attachment): This BP is titled Code of Ethics—Faculty. Cathy noted that there were no changes to this BP and that this review is part of the regular review cycle.
- ii. AP 7900 (one attachment): This AP is titled Code of Ethics—Faculty. Cathy noted that there were no changes to this AP and that this review is part of the regular review cycle. Because this AP replicates the AAUP Ethics Statement, Lenore Frigo recommended that we check to see if the AAUP Ethics Statement has been updated within the past few years.
- iii. AP 7210 (one attachment): This AP is titled Faculty Hiring Priorities Procedure for Full-Time Tenure-Track Positions. Cathy explained that all the changes are administrative title 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 the meeting

d. General Education Committee Bylaws – First Reading (1 attachment)

The GE Committee has approved an update to their bylaws and has forwarded them to the Executive Committee for consideration. This is a first reading so we will not vote.

- i. Susan Westler reviewed the changes that were made to the General Education Committee bylaws. These changes were approved by the GE Committee back in 2019.

e. Equitable Placement (AB 705) ESL Adoption Plan Submission – First Reading (2 attachments)

- i. Carlos Reyes explained that Shasta College is required to complete and sign the ESL Adoption Plan Form and submit it to the Chancellor's Office by July 1st, 2021. He reviewed the process of completing this form and shared a draft of the completed form.

5. Project-Based Discussion/Action Items

- These agenda items will vary to reflect the current projects that the Academic Senate is working on.
- a. Revision of the Equivalency Procedure
 - Facilitator: Cathy Anderson
 - Purpose and Expected Outcome: Review and revise the Equivalency Procedure to eliminate any unintended barriers to qualified candidates.
 - Anticipated Completion: Spring 2022.
 - Guided Pathways Pillar(s) Supported: Pillar 3 – Stay on the Path, Pillar 4 – Ensure Learning

Follow up discussion about what we learned from the ASCCC visit and any ideas that we were inspired by.

Cathy asked Executive Committee members to share their thoughts about our April 12th session with Julie Oliver and Cheryl Aschenbach. Several mentioned the idea of having a stand-alone, dedicated equivalency committee as the most significant takeaway.

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 a College Council workgroup has been drafting the 2021-2024 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)
Susan Westler reported that Scott Yates was re-elected as faculty co-chair for the next two years.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Frigo, Tim Johnston)
No report.
 - iii. Faculty Excellence Committee (Co-Chairs: Jennifer McCandless, Will Breitbart)
Jennifer McCandless reminded everyone about the FEC Canvas course page as the central hub for faculty professional development opportunities, and she highlighted several new additions to the course page, including a module that lists professional

development courses available for the 2021-2022 academic year. She also reported that the committee is working on this fall's welcome back day with a planned focus on the theme of academic integrity.

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

Susan Westler reported that she was re-elected as faculty co-chair for the next two years. She also shared that the committee realigned the list of REGN courses used to meet local GE area 5 requirements. Susan also noted that none of our courses that were submitted for GE Category F—Ethnic Studies were approved; this seems to be the trend statewide.

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

Kate Ashbey reported that the committee has been finalizing evidence folders for ACCJC midterm reports. Kate also announced that the committee is looking for a faculty co-coordinator to start this fall because she will be going on sabbatical.

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 Breitbart)

No report.

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

No report.

f. Guided Pathways (Jennifer McCandless)

Jennifer McCandless reported that the Guided Pathways team has multiple projects currently in progress.

g. Office of Instruction (Frank Nigro)

No report.

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.
- a. Ray Nicholas reminded everyone that the terms for three at-large representatives will expire after this semester, so he will be putting out a call for anyone interested in serving as an at-large representative to add their names to the ballot for the upcoming election. He also mentioned that this week he will be sending out another announcement for nominations for the Excellent Educator Awards, both full-time and part-time.
- b. Stacey Bartlett thanked the nearly 100 faculty who responded to the Program Review Committee's survey that closed on Sunday. The committee will start examining the survey results this week.

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 4:31 p.m.

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

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