

Academic Senate

MINUTES

Monday, February 26, 2024

3:00 – 5:00 p.m.

Room 816

Executive Committee Members Present					
x	Cathy Anderson		Kari Aranbul	x	Kate Ashbey
x	Jennifer Costillo	x	Scott Croes	x	Cheryl Cruse
x	Jay Davis	x	Leslie Ellingson	x	Leo Fong
x	Chelsea Hendershot	x	Jacquelyn Horton	x	Jun Ma
x	Mindy Marlatt		Corrinne Minnard	x	Alexis Riley
x	Carie Rosensteel	x	Alan Spivey	x	Craig Thompson
x	Joanne Tippin	x	Lenore Watson	x	Susan Westler
x	Bing Xu				
x	Frank Nigro (N/V)		Scott Yates (N/V)		
Other Faculty Present					
Guests					
x	Will Breitbach	x	Bex Davis	x	Tim Johnston
x	Carlos Reyes	x	Buffy Tanner		

1. Call to order: Meeting was called to order at 3:00 p.m.
2. Approval of Minutes—February 12, 2024 (1 attachment): Mindy Marlatt moved to approve the February 12th minutes; seconded by Jay Davis. Motion carried with one abstention (Alan Spivey).
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. Carie Rosensteel announced that Pam Neronha, Water Treatment Technology instructor, was voted Excellent Educator for 2023-2024.
4. Standing Action Items from Our Subcommittees, The Office of Instruction, The Office of the Superintendent/President, and Others
- 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: None at this meeting
- New or Revised Programs: None at this meeting
- 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
- Review and Approve Category:** This category includes APs and BPs with mandated revisions, minor corrections, or no changes. These may be presented and voted on in the same meeting; however, a second reading is possible upon request.
- Revisions Category:** This category consists of APs and BPs with substantive content changes. APs and BPs in this category are scheduled for first and second readings.
- First Readings:** First readings are an opportunity to review, clarify, and suggest changes. We do not make motions or vote on a first reading. (1 attachment)
- **AP 4050** - Articulation [Revised, Legally Required]
 - **BP 4110** - Honorary Degrees [Revised, Local]
 - **AP 4222** - Remedial Coursework [Revised, Legally Required]
 - **AP 4229** - Course Repetition – Variable Units [Revised, Legally Advised]
 - **BP 4230** - Grading and Academic Record Symbols [Revised, Legally Required]
 - **AP 4231** - Grade Changes [Revised, Legally Required]
 - **AP 4260** - Prerequisites and Corequisites [Revised, Legally Required]
- i. Bex Davis explained that Chapter 4 of Board Policies and Administrative Procedures (the 4000s of BPs and APs) is being reviewed this year as part of the regular six-year review cycle, so this means that the Academic Senate will be seeing many BPs and APs for review this semester.

- ii. For AP 4050, Cathy Anderson reviewed the changes that were made. There were questions about the change from “regionally accredited institution” to “institutionally accredited institution”; Tim Johnston explained that this change reflects the U.S. Department of Education no longer making a distinction between regional accreditation and national accreditation. To avoid the awkward and redundant phrasing of “institutionally accredited institution,” there was a suggestion to instead use the phrase “another institution whose accreditation is approved by the Department of Education.”
- iii. For BP 4110, Cathy Anderson reviewed the minor changes that were made.
- iv. For AP 4222, Cathy Anderson and Bex Davis reviewed the changes that were made. Bex noted that these changes were made to update language.
- v. For AP 4229, Cathy Anderson reviewed the minor changes that were made.
- vi. For BP 4230, Cathy Anderson reviewed the single change that was made, replacing a list of grade options with the term “final grades.” Lenore Watson pointed out that there are two categories of final grades, evaluative and non-evaluative, so she suggested adding the word “evaluative” for greater accuracy (“evaluative final grades”).
- vii. For AP 4231, Cathy Anderson reviewed the changes that were made. Bex Davis noted the addition of a “Security of Grade Records” section.
- viii. For AP 4260, Cathy Anderson reviewed the changes that were made. There were questions about the section references made throughout, such as “4.a.(1)(g).” Because these may be holdovers from the previous version, Cathy suggested waiting to check on these before completing our first reading.

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. (1 attachment)

- **AP 4240—Academic Renewal [Revised, Legally Required]**

- ix. Bex Davis reviewed the changes made from the feedback given during our February 12th meeting. Lenore Watson moved to approve AP 4240; seconded by Jennifer Costillo. Motion carried unanimously.
- d. 2024 Spring Plenary Session—Appoint a Delegate
- The 2024 Spring Plenary Session will be held April 18-20 at the San Jose Marriott.
- Cathy Anderson asked if anyone was interested in serving as delegate to the Spring Plenary Session. Jacquelyn Horton stated that she would be willing to serve as delegate. Carie Rosensteel moved to nominate Jacquelyn Horton as our delegate for the Spring Plenary Session; seconded by Alexis Riley. Motion carried unanimously.
- e. Re-ranking of the Hiring Priorities List (no attachment)
- Presenters: Alexis Riley and Carie Rosensteel
- Alexis Riley and Carie Rosensteel were the Senate’s representatives on the Hiring Priorities Committee for the latest re-ranking of the hiring priorities list that was triggered by a recent retirement announcement, and both confirmed that the procedure for ranking hiring requests for full-time tenure-track faculty outlined in AP 7210 was properly followed. Alexis Riley moved to certify that the procedure outlined in

AP 7210 was properly followed during the latest re-ranking of the hiring priorities list; seconded by Leslie Ellingson. Motion carried unanimously.

5. Project-Based Discussion/Action Items

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

a. Hiring and Evaluation of Dual Enrollment Instructors (no attachment)

- Updates as appropriate from the workgroup.

Chelsea Hendershot reported that the workgroup has been reviewing the current hiring and evaluation processes for Dual Enrollment (DE) faculty and will be ready to present its findings and recommendations later this semester. Cathy Anderson asked Will Breitbach to provide statistics and data for our DE program (enrollment, success rates, etc.) that can be presented as an informational item for our next meeting.

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 College Council (Frank Nigro or Cathy Anderson)

Frank Nigro reported that College Council is starting work on the 2024-2027 Strategic Plan and will be holding two “town hall” meetings to gather input; the first will be held at the Redding main campus on March 7th from 2:00 to 3:30, and the second will be a Zoom session on March 8th from 10:00 to 11:30. Kate Mahar, Bex Davis, and Heather Wylie will be facilitating these meetings. Frank also reported that an open forum with the accreditation team will be on March 13th at 2:00.

c. 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 Watson, Tim Johnston)

No report.

iii. Faculty Excellence Committee (Co-Chairs: Jennifer McCandless, Will Breitbach)

Will Breitbach encouraged faculty to provide feedback on the February 20th flex day.

iv. General Education Committee (Co-Chairs: Rebecka Renfer, Carlos Reyes)

No report.

v. SLO Committee (Co-Chairs: Kari Aranbul, Kate Ashbey, Will Breitbach)

No report.

- d. Reports from Joint Committees (Reports are given by the Co-Chairs or delegate as needed)
 - i. Student Success Committee (Tri-Chairs: Kate Mahar, Bex Davis, Heather Wylie)
No report.
 - e. Professional Development Coordinator (Jennifer McCandless)
No report.
 - f. Office of Instruction (Frank Nigro)
Frank Nigro reported that our enrollment this semester was up 7.9% over our enrollment last spring.
7. Items to Communicate
- Facilitator: Cathy Anderson
 - Purpose and Expected Outcome: This agenda item is an opportunity for members to collectively summarize the important outcomes from the meeting. This will encourage communication between representatives and faculty in their areas.
- The following items were recognized as important to share with colleagues: Jacquelyn Horton will be our delegate for the Spring Plenary.
8. 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.
- Bex Davis reminded everyone about the UKNIGHTED Spring 2024 Scavenger Hunt activity that was announced during flex day. Corinne Ewing sent out an email last Friday, February 23rd, that provided full details.
9. 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.
10. Adjournment: Meeting was adjourned at 4:20 p.m.
11. Next Meeting: Monday, March 11, 2024, at 3:00 p.m. in Room 816

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