

Academic Senate
MINUTES
 Monday, August 25, 2025
 3:00 – 5:00 p.m.
 Room 1102

Executive Committee Members Present					
x	Cathy Anderson	x	Kari Aranbul	x	Chase Brown
x	Jennifer Costillo	x	Scott Croes	x	Cheryl Cruse
x	Leo Fong	x	Chelsea Hendershot	x	Jacquelyn Horton
x	Jason Judd	x	Jun Ma	x	Sara McCurry
x	Lisa Riggs	x	Chris Rodriguez	x	Carie Rosensteel
x	Brad Rupert	x	Alan Spivey		Megan Teren
x	Joanne Tippin	x	Lenore Watson	x	Robert Waldren
x	Yanna Iatridis (N/V)	x	Scott Yates (N/V)		Rebecka Renfer (N/V)
Other Faculty Present					
x	Erick Calderon				
Guests					
x	Stacey Bartlett	x	Will Breitbach	x	Iva Gallmeister
x	Sandra Hamilton	x	Candace Irwin	x	Tim Johnston
x	Justina Meeder	x	Jamie Spielmann	x	Buffy Tanner
x	Zach Zweigle				

1. Call to order: Meeting was called to order at 3:00 p.m.
2. Approval of Minutes—May 12, 2025 (1 attachment): Carie Rosensteel moved to approve the May 12th minutes; seconded by Jacquelyn Horton. Motion carried unanimously.

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. Student Equity Planning

- Presenter: Sandra Hamilton
- What: Sandra will share some data that is collected for the Student Equity Planning process.

Sandra Hamilton provided an update on the latest Student Equity Plan. This plan is legislatively mandated and follows a 3-year cycle, with the current cycle covering 2025-2028. She began by identifying student populations who are disproportionately impacted, which is defined as achieving less than 80% of the success rates for other populations, and she reviewed the changes that occurred during and since the two previous cycles. She then reviewed new elements, structure, and timeline for the latest plan. She presented some key questions that we need to be considering to help the currently identified disproportionately impacted groups, and asked faculty to provide input on these. A draft of the latest report will come to the Academic Senate in October.

b. Student Pathways Coordinator

- Presenter: Carie Rosensteel
- What: Carie has been appointed as the first Student Pathways Coordinator. She will describe the new position to us.

Carie Rosensteel provided a description and overview of her role as Student Pathways Coordinator. One of the duties is to provide support for programs that are going through restructuring or want to go through restructuring. In particular, she asked that faculty who are doing program review look for “bottlenecks” where student completion rates for a program can be adversely affected, and she can assist area faculty in reviewing and revising the program to improve completion rates.

4. Action Items from Our Subcommittees, Joint Committees, 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, Revised, or Reactivated Courses and/or Competencies: (1 attachment)

There is one new course that has been approved by the Curriculum Committee:

- **MUS 344 Concert Orchestra for Seniors** – New Noncredit Course, 0 units
 - i. Alan Spivey moved to approve this new course, MUS 344; seconded by Chris Rodriguez. Motion carried unanimously.

New, Revised, or Reactivated Programs: (1 attachment)

There is one new AA-T degree program that has been approved by the Curriculum Committee:

- **Elementary Teacher Education: Integrated Programs** – New Associate of Arts for Transfer
- ii. Scott Yates noted that this is not an entirely new program but a revised version of an existing program. Carie Rosensteel moved to approve the Elementary Teacher Education: Integrated Programs AA-T degree program; seconded by Jennifer Costillo. Motion carried unanimously.

b. From the Office of Instruction

Tenure Review Committees/Mentors: (1 attachment)

There are proposed changes to the following Tenure Review Committees:

- For Jason Judd's TRC, Ishmael Rivas replaces Jay Davis.
- For Larisa Wiggins' TRC, Becky Osborne replaces Susannah Fulton.

There are two proposed Tenure Review Committees and Mentors, and one proposed Evaluation Committee for a one-year, non-tenure track appointment:

- Proposed TRC for Robin Parker (Associate Degree Nursing)—Tenure-Track:
 - Chair: Zachary Zweigle, Dean
 - TRC Member: Brian Busk
 - TRC Member: Melissa Markee
 - TRC Member: Cheryl Cruse
 - Mentor: Jeff McCormick
 - Proposed TRC for Areli Hernandez (Ethnic Studies)—Tenure Track:
 - Chair: Stacey Bartlett, Dean
 - TRC Member: Jacquelyn Horton
 - TRC Member: Heather Wylie
 - TRC Member: Ramon Tello
 - Mentor: Eva Jimenez
 - Proposed Evaluation Committee for Elizabeth Bianchini (Biology/Life Sciences)—Temporary, One-Year (Non-Tenure Track):
 - Chair: Andrew Vines, Dean
 - EC Member: Jessica Colwell
 - EC Member: Becky Osborne
 - EC Member: Scott Croes
 - Mentor: Alan Beamer
- i. Alan Spivey moved to approve the proposed change to the TRCs, the proposed TRCs and mentors, and proposed EC and mentor listed above; seconded by Chase Brown. Motion carried unanimously.

Fulltime Temporary Evaluations: 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.

None at this meeting

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)

i. **AP 5011** – Admission & Concurrent Enrollment of High School and Other Young Students [Revised, Legally Required]

Tim Johnston noted that the changes are minor and reflect differences in the limit on the number of units for which CCAP (College and Career Access Pathways) and non-CCAP students may enroll.

ii. **BP 7250** – Educational Administrators [Revised, Legally Required]

Cathy Anderson noted that this BP focuses primarily on retreat rights for administrators, and the main changes involve the inclusion of sexual harassment complaints and how these will affect the retreat rights process. These additions are mandated by the Community College League.

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)

iii. **BP 5500** – Standards of Conduct [Review, Legally Required]

Cathy Anderson noted that were no recommended changes made to this BP since our first reading. Kari Aranbul moved to approve BP 5500; seconded by Scott Croes. Motion carried unanimously.

iv. **AP 5500** – Standards of Conduct [Review, Legally Required]

Cathy Anderson noted that there were no recommended changes made to this AP since our first reading. Alan Spivey moved to approve AP 5500; seconded by Jason Judd. Motion carried unanimously.

Third Readings: If significant changes were made during the second reading, then a third reading is necessary.

None at this meeting

d. Appointment of Delegate ASCCC Fall Plenary (no attachments)

- Thursday, November 6th to Saturday, November 8th at the Hyatt Regency in San Diego.

Alan Spivey expressed a willingness to serve as our delegate pending confirmation of his schedule. Jacquelyn Horton moved to nominate and appoint Alan Spivey as our delegate for the ASCCC Fall Plenary; seconded by Kari Aranbul. 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. AI Project

- This project will develop a plan to accomplish these three outcomes during 2025-2026:
 - Develop a Philosophy Statement for faculty
 - Develop and update the college's Academic Honesty Policy
 - Develop suggested guidelines for course syllabi

Cathy Anderson explained that President/Superintendent Frank Nigro has proposed appointing "AI Ambassadors" for the main discipline areas, but this will not overlap with work on the three outcomes listed above that were proposed in May. Lenore Watson agreed to lead the ad hoc committee working on developing a Philosophy Statement, and Cathy stated that she would send out an email to all faculty asking for volunteers to serve on this committee.

6. Standing Reports from Subcommittees, Joint Committees, and Related Groups

- Facilitator: Cathy Anderson
- Purpose and Expected Outcome: Subcommittees, Joint Committees, and related groups 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 (Will Breitbach or Cathy Anderson)
No report.
- c. Reports from Standing Subcommittees (Reports are given by the Co-Chairs or members as needed)
 - i. Curriculum Committee (Co-Chairs: Scott Yates, Yanna Iatridis)
Scott Yates reminded everyone that the deadline for five-year review for courses that are due this year has already passed; the deadline for five-year review of CTE courses is September 19th. He asked that faculty check the Curriculum Committee's webpage to view the schedule for five-year reviews. He also noted that CurricUNET will be updated later this year.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Watson, Jamie Spielmann)
With census day coming next week, Lenore Watson reminded everyone to drop students who were no-shows during the first two weeks.
 - iii. Faculty Excellence Committee (Co-Chairs: Valerie Ambrose, Will Breitbach)
No report.

iv. General Education Committee (Co-Chairs: Rebecka Renfer, Stacey Bartlett)
No report.

v. SLO Committee (Co-Chairs: Kimberly Carlson, Will Breitbach)
Will Breitbach reported that the committee needs a representative for BACTE and an at-large representative.

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 (Valerie Ambrose)
No report.

f. Office of Instruction (Yanna Iatridis)
Yanna Iatridis reported that Phase 2 of Common Course Numbering is currently underway.

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: Student Pathways Coordinator; five-year course reviews and their deadlines.

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.

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 4:50 p.m.

11. Next Meeting: Monday, September 8, 2025, at 3:00 p.m. in Room 1102

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