

**Academic Senate
MINUTES**

Monday, October 13, 2025
3:00 – 5:00 p.m.
Room 1102

Executive Committee Members Present					
x	Cathy Anderson		Kari Aranbul	x	Chase Brown
x	Jennifer Costillo	x	Scott Croes	x	Cheryl Cruse
x	Leo Fong		Chelsea Hendershot	x	Jacquelyn Horton
	Jason Judd	x	Jun Ma		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		Robert Waldren
x	Yanna Iatridis (N/V)	x	Scott Yates (N/V)		Rebecka Renfer (N/V)
Other Faculty Present					
x	Kimberly Carlson				
Guests					
x	Will Breitbach	x	Destinee Ecklin	x	Sandra Hamilton
x	Iva Gallmeister	x	Candace Irwin	x	Tim Johnston
x	Jamie Spielmann	x	Zack Zweigle		

1. Call to order: Meeting was called to order at 3:00 p.m.
2. Approval of Minutes—September 22, 2025 (1 attachment): Alan Spivey moved to approve the September 22nd minutes; seconded by Chris Rodriguez. 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. Academic Calendar for 2026-2027
 - Presenter: Jacquelyn Horton
 - The Calendar Committee is presenting two possible calendars. The Academic Senate does not vote on the calendar; this is an information item for discussion but not a vote.

Jacquelyn Horton presented the two proposed academic calendars for 2026-2027 that were drafted by the Calendar Committee. The primary differences between the two involve when flex day and the first day of instruction will fall at the start of Spring Semester 2027, with Draft A having flex day on Tuesday, January 19th, and the first day of instruction on Wednesday, January 20th, and with Draft B having flex day on Friday, January 15th, and the first day of instruction on Tuesday, January 19th. These two drafts will be sent out to all faculty for a vote later this week.

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:

- **ADJU 152 Background Investigation** – New Course, 1.5 units
- i. Scott Yates explained that this course is intended to assist local law enforcement through Shasta College and the SHIELD Regional Training Facility; currently, there are no similar courses offered in our area. Carie Rosensteel moved to approve ADJU 152; seconded by Chase Brown. Motion carried unanimously.

New, Revised, or Reactivated Programs: None at this meeting

- b. From the Office of Instruction

Tenure Review Committees/Mentors: None at this meeting

Fulltime Temporary Evaluations: None at this meeting

Peer Evaluators: (1 attachment)

- i. Jason Judd, a non-tenured Welding faculty member, is the proposed peer evaluator for Andrew Nail, part-time Welding faculty member. Jacquelyn Horton moved to approve Jason Judd as peer evaluator for Andrew Nail; seconded by Jun Ma. Motion carried unanimously.

- 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 4100** – Graduation Requirements for Degrees and Certificates [Revised, Legally Required]

Tim Johnston explained that the changes made were to make graduation requirements align with the Cal-GETC pattern. Alan Spivey noted that there are several resolutions concerning Cal-GETC that are on the ASCCC Fall Plenary agenda for next month. Chase Brown pointed out that the policy on local catalog rights is only mentioned in the catalog but not in any APs, so he suggested adding it in this AP. Yanna Iatridis stated that she would check on this.

- ii. **AP 4255** – Academic Pause and Restart [Revised, Legally Required]

Tim Johnston explained that the changes made to this AP reflect new language and requirements for academic pause and restart that the Board of Governors is expected to approve soon.

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

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

None at this meeting

- d. 2025-2028 Student Equity Plan—1st Reading (2 attachments)

- Sandra Hamilton will present the first reading of the Student Equity Plan. Since the plan requires the Academic Senate President's signature, we will have two readings.

Sandra Hamilton reviewed the process of how the draft of the 2025-2028 Student Equity Plan was completed and highlighted salient metrics and strategies being proposed to address targeted disproportionate impacts.

- e. Annual Curriculum Approval Certification—1st Reading (1 attachment)
 - The certification requires the Academic Senate President’s signature so we will have two readings.

Scott Yates explained that this form certifies that our curriculum approval process complies with the automated approval system used by the Chancellor’s Office. Alan Spivey moved that Cathy Anderson sign the Annual Curriculum Certification form; seconded by Carie Rosensteel. 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

Lenore Watson reported that the ad hoc committee for developing a philosophy statement on AI usage is still working on a draft and will bring it to Senate next month.

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)
Will Breitbach reported that a survey on the draft Educational Master Plan was sent out to faculty, and he encouraged faculty to complete it and offer feedback.
- 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 reported that today is the deadline for submitting new course proposals. He thanked faculty who have been working on curriculum for their areas. He also noted that the new version of CurricUNET will be implemented in the spring and should be available for faculty use next fall.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Watson, Jamie Spielmann)
No report.
 - 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)
Kimberly Carlson reported that the committee is continuing to work on curriculum maps; committee members have also been assigned to Silver Teams for program review; and the committee will be offering assistance to part-time faculty in completing their SLO reports.

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 during a retreat meeting the Office of Instruction presented to the Board of Trustees on a number of important issues such as Cal-GETC and common course numbering; the Hiring Priorities Committee is currently reviewing the hiring priorities recommendations; five faculty have announced plans to retire at the end of this academic year.

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: Vote on 2026-27 academic calendars.

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.
- a. Scott Yates encouraged everyone to review the resolutions for the Fall Plenary that Alan Spivey will be sending out and to provide Alan with feedback on any of them.
- b. Carie Rosensteel noted that nominations for Excellent Educator are now open.

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 4:09 p.m.

11. Next Meeting: Monday, October 27, 2025, at 3:00 p.m. in Room 1102

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