

**Academic Senate
MINUTES**

Monday, October 27, 2025
3:00 – 5:00 p.m.
Room 1102

Executive Committee Members Present					
x	Cathy Anderson	x	Kari Aranbul		Chase Brown
x	Jennifer Costillo		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
	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	Heather Wylie				
Guests					
x	Stacey Bartlett	x	Destinee Ecklin	x	Sandra Hamilton
x	Mark Klever	x	Kate Mahar	x	Jamie Spielmann
x	Marrienne Williams	x	Zack Zweigle		

1. Call to order: Meeting was called to order at 3:01 p.m.
2. Approval of Minutes—October 13, 2025 (1 attachment): Carie Rosensteel moved to approve the October 13th minutes; seconded by Jacquelyn Horton. Motion carried with one abstention (Jason Judd).

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. AI Conference

- Presenters: Kate Mahar and Heather Wylie
- Kate and Heather will be sharing information about AI that they learned from a recent conference.

Heather Wylie shared the main takeaways from a recent conference on AI that she and Kate Mahar attended in Missouri. These were primarily from a presentation by Dr. Laura Dumin, an English professor at the University of Central Oklahoma. Heather began with providing some context by noting how California Community Colleges have partnered with Google and the CSU system has partnered with Amazon and OpenAI to provide AI services. Developments such as these require us to explore the concerns and challenges about AI usage in higher education. With the rapid rate of changes occurring, we may feel pressure to adopt AI quickly, but being “behind the curve” on AI has its advantages because we can learn from others’ mistakes and adopt best practices that have been established; additionally, technology will have matured, become more reliable, and more affordable. But we also cannot wait on or do nothing about AI usage because students are increasingly using AI, but without guidance, and faculty lack clarity, guidance, and training on AI. There is a need to “reframe the narrative” on AI, so that instead of seeing AI as replacing jobs, we should view it as being able to “augment capabilities,” and so on. To do this we need to start with people rather than the technology, prioritizing good communication and training, and to keep students at the center. The three keys to building AI foundation: Governance—placing policies before tools; Address concerns about privacy, resistance, infrastructure; Quick wins—build momentum early. Heather highlighted what we are already doing here at Shasta College to address AI use; these include the Community of Practice on AI, the AI policy workgroup, several APs and a BP that have been updated, an Innovation Grant for developing a student AI literacy course, and the creation of AI ambassadors to become experts and help other faculty. The next step is establishing a task force that has a diverse representation of disciplines and expertise. Heather identified the key takeaways as such: Start with governance and people, not technology; engage critically; address concerns proactively; build momentum with quick wins; and focus on enhancement, not replacement. Alan Spivey noted that there are two significant resolutions on AI that will be voted on during the Fall Plenary. Cathy Anderson recommended the ASCCC and Chancellor’s Office websites as having useful resources on AI.

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: (2 attachments)

There are two course reactivations that have been approved by the Curriculum Committee:

- **ECE 14 School-Age Learning and Development** (formerly “School Age and Adolescent Development”)—Last offered Spring 2012
 - **ECE 24 EC Curriculum: School-Age Care and Curriculum Design** (formerly “EC Curriculum: School Age Care”)—Last offered Spring 2016
- i. Scott Yates explained that these courses are being reactivated because of recent changes to certification standards for teachers who teach students beyond the 3rd grade level. Carie Rosensteel moved to approve these two course reactivations, ECE 14 and ECE 24; seconded by Alan Spivey. Motion carried unanimously.

There are two new courses that have been approved by the Curriculum Committee:

- **MUS 17 Computer Software for Musicians** – New Course w/DE, 3 units
 - **MUS 18 Introduction to Music Technology** – New Course w/DE, 3 units
- ii. Stacey Bartlett explained that these new courses are part of the “modernizing” of the Music program that was recommended in the latest program review. Scott Yates noted that there will also be an additional course, MUS 19, that will come to the Senate soon. Carie Rosensteel moved to approve these two new courses, MUS 17 and MUS 18; seconded by Chris Rodriguez. Motion carried unanimously.

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

There are two new certificate programs that have been approved by the Curriculum Committee:

- **Accounting Foundations** – New Certificate Proposal
 - **Accounting Specialist** – New Certificate Proposal
- iii. Mark Klever explained that these certificates are designed to meet industry demands for foundational accounting skills. Scott Yates added that these two new certificate programs are part of a series of stackable certificates in Accounting. Chelsea Hendershot moved to approve the Accounting Foundations and Accounting Specialist certificate programs; seconded by Jason Judd. Motion carried unanimously.

b. From the Office of Instruction

Tenure Review Committees/Mentors: None at this meeting

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.

None at this meeting

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)

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—2nd Reading (2 attachments)

- This is the second reading of the Student Equity Plan. Since the plan requires the Academic Senate President's signature, we will have readings.

Cathy Anderson noted that there were no changes made to the draft since our first reading. Alan Spivey moved that Cathy Anderson sign the 2025-2028 Student Equity Plan; seconded by Kari Aranbul. Motion carried unanimously.

- e. Hiring Priorities Committee (no attachment)

- Lisa Riggs and Jacquelyn Horton will share their experience serving on this committee and then if appropriate, we will certify the procedure was followed correctly.

Cathy Anderson explained the role of Senate in certifying the ranking of the hiring priorities list. Lisa Riggs and Jacquelyn Horton confirmed that the procedure for ranking hiring requests for full-time tenure-track faculty outlined in AP 7210 was properly followed. Kari Aranbul moved to certify that the procedure outlined in AP 7210 was properly followed during the latest ranking of the hiring priorities list; seconded by Chris Rodriguez. Motion carried unanimously.

- f. Resolution from a Cuesta College faculty (1 attachment)

- Ramon Tello has requested that Shasta College Academic Senate President be a signatory on the attached resolution. This would need Academic Senate approval.

Alan Spivey moved that Cathy Anderson be a signatory for this resolution (Applying Cal-GETC Subject Area 1B Courses to Basic Requirements for University of California Admission); seconded by Lenore Watson. 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 stated that the draft of the policy will be brought to Senate during our next meeting.

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)
No report.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Watson, Jamie Spielmann)
Lenore Watson reminded everyone that census reports for late start classes are due soon.
 - iii. Faculty Excellence Committee (Co-Chairs: Valerie Ambrose, Will Breitbach)
No report.
 - iv. General Education Committee (Co-Chairs: Rebecka Renfer, Stacey Bartlett)
Stacey Bartlett reported that the committee has been reviewing three courses, one in Environmental Ethics and two in History, to determine which Cal-GETC categories they belong in.

- v. SLO Committee (Co-Chairs: Kimberly Carlson, 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)
Heather Wylie reported that the committee has become more of a workgroup-based committee. This semester, the three themes that workgroups are focusing on are: 1) How to communicate with students better; 2) Picking an educational modality; 3) Ethnographies of work.
- e. Professional Development Coordinator (Valerie Ambrose)
No report.
- f. Office of Instruction (Yanna Iatridis)
Yanna Iatridis reported on attending a statewide CIO/CSSO conference, where the main message was the importance of meeting our students where they are. Other topics discussed included new accreditation criteria, federal funding tied to RSI, possible delay with phase 3 of Common Course Numbering, and AI.

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: Hiring priorities list; feedback on Fall Plenary resolutions to Alan Spivey.

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. Cathy Anderson shared news that Robert Waldren has not been attending meetings because he is recovering from a cycling accident.
- b. Carie Rosensteel reminded everyone that nominations for Excellent Educator are now being accepted and will close at the end of February. Lisa Riggs expressed concern that the criteria for the Excellent Educator award favor instructional faculty over non-instructional faculty. Cathy Anderson stated that this can be a discussion item on the agenda of a later meeting.
- c. Jacquelyn Horton shared that voting closed for the 2026-2027 Academic Calendar and results will be shared soon.

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 4:35 p.m.

11. Next Meeting: Monday, November 10, 2025, at 3:00 p.m. in Room 1102

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