



# Shasta College

## Faculty Excellence Committee

Wednesday, May 7<sup>th</sup> 2025

1:00pm - 2:30pm

Room 2314

### MINUTES

#### MISSION STATEMENT

*The mission of the Shasta College Faculty Excellence Committee is to promote, improve, and sustain the professional growth of faculty for the benefit of students and in order to assist the College in meeting its goals.*

Committee Members Present					
<input checked="" type="checkbox"/>	Valerie Ambrose (co-chair)	<input checked="" type="checkbox"/>	Will Breitbach (co-chair)	<input checked="" type="checkbox"/>	Bex Davis
<input checked="" type="checkbox"/>	Divan Fard	<input type="checkbox"/>	Ramón Tello	<input checked="" type="checkbox"/>	Jennifer McCandless
<input checked="" type="checkbox"/>	Sonia Randhawa	<input checked="" type="checkbox"/>	Wade Stewart		
<input checked="" type="checkbox"/>	Kate Ashbey	<input type="checkbox"/>	Kele Fitzhugh		
<input type="checkbox"/>	Kari Aranbul	<input type="checkbox"/>	Megan Bonnin		

1. Call to Order 1:04
2. Approval of Minutes: Sonia motions to approve. Kate seconds. Divan abstains.
3. Reports:
  - a) SLO Committee: Kate shared that they met yesterday for the final meeting and in that meeting they discussed their bylaws. She stated the updated bylaws were sent to Cathy and they will be voting on it on Monday. Changes were made to clarify the language. There is nothing in their bylaws that says that they are a sub-committee of FEC, so they did not have to make that change. They are finishing the report for the board for the work they've done Spring 2025.
  - b) Faculty PD Coordinator: Valerie, last of the meetings ended over the past few weeks. The topic of discussions was centered around committees. Kate said that two new faculty reached out for SLO committee participation. Valerie said some new faculty wished these continued so she might do a CoP focused on pedagogy. Emphasis on the importance of acknowledging the various tiers of experience across the board when it comes to faculty. Beginning, intermediate, and advanced. Kate added that it was also recommended that there was a competency-based evaluation to see where new faculty are at when they are onboarded as well as faculty that have been here.
    - CoP Updates – Jennifer stated that they are wrapping up CoPs. A final survey was sent to all the facilitators. They encouraged the CoPs to share their workshops for WBD Fall 2025. A teaching and learning showcase were brought up in the feedback since people were requesting for this. It would help the CoPs feel like they are closed out for the year and display what they've done. Some schools do it as a poster session. Kate brought up how we have a mandatory flex day and had a concern that this wouldn't have a great turnout because of this. Jennifer said that a lot of people are looking for flex opportunities so this might be a good way to fulfill those hours. Will said there are many opportunities, meeting with the Center for Online Learning and Teaching (COLT) about RSI, online courses, etc. Will recommended that one of the last 50min sessions of flex day schedule could be a poster session for most CoPs. Not everyone could do this but there could be a few people from each CoP representing their CoP. Will recommended that this could be part of Spring 2026 flex. Usually, a poster session is all in one space. This could be in the new library. Will agreed that CoPs should be a major focus for the next spring WBD.
  - c) PDC – Professional Development Committee
    - a. Bex reported to the group about employee appreciation week. The group stated how much they enjoyed it.
    - b. Jennifer is meeting with PDC about the bylaws right now. Bex presented the idea about a FEC member being a faculty rep on the PDC, Jennifer pointed out that this is one of those double commitments. Jennifer said in the bylaws it says “recommended” not required. Kate asked about PDC

having travel funds leftover for the year. Bex said they have some but that there are some proposals that have been received to utilize these funds. Jennifer said that even though the proposals are still coming to PDC that most travel exceeds the max \$800 or so (there's a calculation for the exact total). Faculty can still submit the request and if there is additional funding required, Bex stated her office will reach out to their Dean and the Dean can locate an additional funding source to cover the remaining estimated cost for travel. Bex said that there is an updated form for faculty to request funding. Kate asked about dynamic forms, Bex said it could work but it's more effective when building a process from the ground-up.

3. Informational Items – None.

5. Discussion/Action Items

- a. Welcome Back Day – Will reported that only 3 people requested roundtables so far. Will presented to the group a preview of how the schedule would look like with 75 min sessions suggesting that the roundtables can be one hour session. Kate said that this is a new idea and wondered if there's room to recruit for round-table sessions. Valerie said that there could be. Kate said that this could be good opportunity for CoPs facilitators to share. Kate discussed how she has previously participated in round tables. Jennifer and Kate stated that maybe it wasn't clear how the round tables would work and maybe clarification is needed. Bex said that there is positive feedback for student services updates, maybe we need to reach out to Tim for something like this for the round tables. Edits were recommended regarding the time, suggesting that it ends around 3:30pm. Sonia recommended maybe the morning be round table sessions only and afternoon be regular workshops. Valerie said we can make the hour after lunch round tables only and that everyone must participate in a round table this hour. Discussion of either two 30 min or 20 min round tables. Create a block with round tables and all the round tables are in session for that time slot, then the next time slot will be the same, but people can rotate. We would need about 9 roundtables. Two have already signed up. Committee members came forward to volunteer for a round table. A few committee members said that we should do this round table should be right before lunch. Maybe have the first hour 75 min and then right into round tables. It was also recommended to split the topics from the library and the cafeteria. Everyone agreed that it should be in the cafeteria so that it's centralized. We would need 12 round-table sessions. Will is sending out a list of people who have signed up for workshops for F25 WBD. Bex said that we need to check with food services to see if CalFire is utilizing the cafeteria on this date. After welcome back day we will ask for feedback regarding the timeslots and roundtables. Mariah will create a mockup schedule to send to FEC by end of this week to send before faculty go on summer break. All FT and PT faculty are invited to participate.

b. FEC Bylaws – Will said they were approved last time but we needed to do a second reading. SLO is a subcommittee of FEC, so these must be reviewed by them. Jennifer stated under #2 that standing “sub-committee” should not be crossed out. It should remain “sub-committee”. Kate asked if there is a piece mentioning reporting to Academic Senate. They found that this is located under #4. “Provide a committee report” was discussed to see how the FEC bylaw edits can be sent to Academic Senate before the end of the year. Will said he can give an oral report to Academic Senate. Jennifer thinks that maybe we should write an annual report for FEC and that this should be completed in August.

i. It was discussed about in-person requirements. Because this is a brown act committee it would be difficult to do that, so it remains in-person at this time with a written report to be completed at a later date.

c. SLO Bylaws – Kate pointed out that the document provided is old. She pulled up the updated version and discussed the changes. She started with the changes on ARTICLE I – membership and discussed all other changes.

i. Voting on SLO Bylaws – Valerie motions and Sonia seconds. No abstentions.

6. Other – Jennifer asked about PRT comments. Will said he would appreciate feedback and discussion. Jennifer asked if there would be an explanation of the feedback when it goes to senate. Will said there will be a menu of options that will show how everything was created from those options. Jennifer also asked for an overview of the three themes that the PRT recommended.

a. Will said that the recommendations came to us last week. If we can get it to the senate agenda. They requested that we complete this process quickly so that the funding can be utilized around the fall semester. Will said we do not need to work in order. Will said he wants it to have funding to pay faculty for their time. This will go to senate for additional feedback and we can make edits if needed.

b. Jennifer asked if one of the elements is to create a campus-wide professional development theme.

c. Connecting Flex and ESD was a recommendation. Will said there will be rules about double-counting for sure.

7. Opportunity for public comment - This portion of the meeting is reserved for people desiring to address the committee on any matter not on the agenda. No action will be taken under this agenda item. Speakers are limited to three minutes.

There were no public comments.

8. Next Meeting: September 3<sup>rd</sup>, 2025

9. Adjourn: 2:30 PM