

Academic Senate
MINUTES
 Monday, March 23, 2026
 3:00 – 5:00 p.m.
 Room 1101

Executive Committee Members Present					
x	Cathy Anderson	x	Kari Aranbul	x	Chase Brown
x	Jennifer Costillo		Scott Croes	x	Cheryl Cruse
x	Leo Fong	x	Chelsea Hendershot		Jacquelyn Horton
x	Leslie Hyatt	x	Jason Judd	x	Jun Ma
x	Sara McCurry	x	Andrew Nail		Lisa Riggs
x	Chris Rodriguez	x	Carie Rosensteel		Alan Spivey
x	Joanne Tippin	x	Robert Waldren	x	Lenore Watson
x	Mike Mari (N/V)	x	Scott Yates (N/V)		Rebecka Renfer (N/V)
	Kimberly Carlson (N/V)				
Other Faculty Present					
x	Mitch Barker	x	Crystal Hilton	x	Craig Thompson
Guests					
x	Will Breitbach	x	Tim Johnston	x	Jamie Spielmann
x	Buffy Tanner				

1. Call to order: Meeting was called to order at 3:00 p.m.
2. Approval of Minutes—March 9, 2026 (1 attachment): Kari Aranbul moved to approve the March 9th minutes; seconded by Jennifer Costillo. 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. Excellent Educator Winners
- Presenter: Cathy Anderson
 - Purpose and Expected Outcome: The Executive Committee has been reviewing nominations and voting for the 2026 Excellent Educators. The votes are in and we will announce the winners.

Cathy Anderson announced that the recipients of the 2025-2026 Excellent Educator Award are Kathryn Calkins and Daniel Lewis.

- b. Program Review Committee Report
- Presenter: Crystal Hilton
 - Purpose and Expected Outcome: Crystal will give an informational report about the recent activities of the Program Review Committee.

Crystal Hilton presented the annual update for the Program Review Committee. Nine programs have gone through comprehensive instructional program review this year: Art, World Languages, Computer Technology, Business, Natural Resources, Human Services, English as a Second Language, Natural Sciences, and Biological Sciences. The annual program review celebration will take place on April 24th. Crystal identified the 13 programs that are up for program review in 2026-2027: Humanities, Philosophy, Business Technology, Culinary Arts, Diesel Technology, Heavy Equipment Operations, Hospitality, Industrial Technology, Health, Health Education, Nursing, Engineering, and Earth Systems Science.

- c. CBE AgSTEP Noncredit Certificate Program
- Presenters: Buffy Tanner and Mitch Barker (Ag faculty)
 - Purpose and Expected Outcome: A sneak peek at the curriculum that will be coming through soon.

Buffy Tanner and Mitch Barker presented on the new AgSTEP program, which is a 12-unit, non-credit competency-based education certificate program that was developed by six community colleges in the Central Valley. This is a Competency Based Education (CBE) program that is built around core competencies that are industry-defined. This consortium of colleges has shared the Canvas shell they developed with other colleges so that these colleges can adapt it to the needs of their districts. Buffy stated that Shasta College will be meeting with industry partners in the North State to revise the curriculum to reflect the needs of employers in our region. Mitch identified the 14 competencies that will be used:

1. Basic Equipment Operation
2. Basic Equipment Configuration
3. Basic Equipment Troubleshooting
4. Agricultural Systems Fundamentals
5. Crop Production Systems
6. Tool Operation
7. Interpersonal Skills
8. Animal Production Systems
9. Food Safety

10. Basic Safety
11. Industry Communication
12. Applied Technical Reading
13. Applied Technical Writing
14. Digital Literacy

These competencies will be aligned with five non-credit courses:

1. AGNR/AGAT 351: Agricultural Technical Literacy
2. AGNR/AGAT 352: Agricultural Systems
3. AGNR/AGAT 353: Agricultural Safety
4. AGNR/AGAT 354: Equipment Operation, Configuration, and Troubleshooting
5. AGNR/AGAT 355: Workplace Effectiveness

These competencies and courses will essentially cover every aspect of the ag industry. Buffy reviewed the approval pathway, noting that the current stage is the curriculum approval process. The end goal is to launch the program in Spring 2027.

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

- **COMM 15 Survey of Communication Studies**— New Course w/DE, 3 units
 - **ETHS 7 Introduction to Chicana/o/x Studies** – New Course w/DE, 3 units
- i. Scott Yates explained that the new COMM 15 course is meant to meet the new Cal-GETC Area 1C (Oral Communication) requirement. Chase Brown moved to approve the two new courses listed above (COMM 15 and ETHS 7); seconded by Cheryl Cruse. Motion carried unanimously.

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

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

- **PHYSICS 2.0**—New AS-T Proposal
- ii. Scott Yates explained that this is the first of several science ADT programs designed to meet the 60-unit limit for ADTs. Lenore Watson moved to approve the Physics 2.0 AS-T degree program; 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.

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

Information Only Category: (1 attachment)

- i. **AP 3775 – Artificial Intelligence (AI)** [New, Suggested as Good Practice]
Cathy Anderson noted that this item was for informational purposes only, so we will not be voting on it. She added that did not see anything in this AP that contradicted the Academic Senate AI Philosophy Statement.

- d. Equivalency Committee Appointments—Chase Brown

- Chase Brown was elected Vice President of the Academic Senate and so we need to appoint Chase to be the co-chair of the Equivalency Committee and also appoint one faculty to fill Chase’s previous position on the committee.

Cathy Anderson explained that the Equivalency Committee bylaws don’t allow for the committee to elect co-chairs, so we need to appoint Chase Brown as co-chair. Lenore Watson moved to appoint Chase Brown as co-chair of the Equivalency Committee; seconded by Kari Aranbul. Motion carried unanimously. Chase recommended that Jason Judd be appointed to the Equivalency Committee to fill his previous position. Chase Brown moved to appoint Jason Judd to the Equivalency Committee; seconded by Andrew Nail. Motion carried unanimously.

e. Hiring Priorities Ranking Process—Lisa Riggs and Jacquelyn Horton

- The Hiring Priorities Committee has met for its third round of ranking. The role of the Academic Senate is to confirm that the procedure was followed correctly.

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

f. RSI and Online Observation—Will Breitbach (3 attachments)

- A joint group consisting of Academic Senate representatives, a union representative, and an administrator met to review the Senate Guidelines for online observations and the associated form in light of new information from ACCJC. They have recommended clarifying some information on the form.

Cathy Anderson reviewed the District Contract language on worksite observation forms and the Senate’s role in making changes to them. Will Breitbach thanked Chelsea Hendershot, Joanne Tippin, and Jim Crooks for their work recommending changes to the observation guidelines and observation form for online teaching. Will first reviewed the proposed changes made to the “Engagement with Students” section of the Faculty Observation Guidelines—Online Teaching and explained the rationale for these changes. He then reviewed the proposed change to the Regular, Substantive Interaction (RSI) section of the Worksite Observation—Online Instructor form. Joanne Tippin moved to approve the changes made to the Worksite Observation Guidelines—Online Teaching and Worksite Observation—Online Instructor form; seconded by Sara McCurry. Motion carried unanimously.

g. Strategic Educational Master Plan (2026–27 through 2031–32) – Will Breitbach – First Reading (1 attachment)

- A first reading is our chance to make changes before we vote at the second reading.

Will Breitbach reviewed the process to get feedback on the drafts of the Strategic Educational Master Plan. He, along with Carie Rosensteel and Tim Johnston, shared what they most liked about the draft and the changes that were made to better address the needs and concerns of our students and community. Tim emphasized that the stated goal that “by 2032, at least 70% of Shasta College students will complete stated goal in three years or less” was aspirational. Cathy reminded everyone that we will have our second reading and vote on the draft during our next meeting.

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
 - To Do List:
 - Develop a Philosophy Statement for faculty (done)
 - Review and update AP/BP 5500 (a workgroup has been established)

- Develop suggested guidelines for course syllabi (AI Ambassadors are working on this)

Cathy Anderson reported that a workgroup consisting of Chase Brown, Scott Yates, Scott Croes, Brianne Brichacek, and Lonnie Seay will have recommendations for updating AP/BP 5500 (Standards of Conduct) by this fall. Will Breitbach reported that the AI Ambassadors will have recommendations for suggested guidelines for course syllabi 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)
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 and Mike Mari)
Scott Yates reported good progress on curriculum submissions; the plan to switch over from CurricUNET to Maverick is currently on schedule. He also provided a brief update on Common Course Numbering.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Watson and Jamie Spielmann)
No report.
 - iii. Faculty Excellence Committee (Co-Chairs: Valerie Ambrose and Will Breitbach)
Will Breitbach reported that work continues with preparations for Fall Welcome Back Day
 - iv. General Education Committee (Co-Chairs: Rebecka Renfer and Stacey Bartlett)
No report.
 - v. SLO Committee (Co-Chairs: Kimberly Carlson and Will Breitbach)
Will Breitbach reported that the committee has completed surveying part-time faculty on SLO reporting and is in the process of analyzing the results. Scott Yates reminded everyone that changes to course SLOs will need to be done in course outlines of record and go through the Curriculum review process.
 - 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, and Heather Wylie)

Buffy Tanner reported that the committee reviewed the latest draft of the Strategic Educational Master Plan.

- e. Professional Development Coordinator (Valerie Ambrose)
No report.
 - f. Office of Instruction (Mike Mari)
Mike Mari reported that the search for a new Dean of Health Sciences has started, along with several faculty searches.
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: Reranked hiring priorities list.
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 4:44 p.m.
11. Next Meeting: Monday, April 13, 2026, at 3:00 p.m. in Room 1101

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