

Academic Senate

MINUTES

Monday, September 14, 2026

3:00 – 5:00 p.m.

Room 1101

Executive Committee Members Present					
x	Cathy Anderson	x	Kari Aranbul	x	Chase Brown
x	Erick Calderon	x	David Cooper	x	Jennifer Costillo
x	Scott Croes	x	Cheryl Cruse	x	Bethany Davis
x	Leo Fong	x	Chelsea Hendershot	x	Jacquelyn Horton
x	Jason Judd	x	Jun Ma	x	Andrew Nail
x	Lisa Riggs	x	Chris Rodriguez	x	Alan Spivey
x	Joanne Tippin	x	Robert Waldren		
x	Mike Mari (N/V)		Scott Yates (N/V)		Rebecka Renfer (N/V)
x	Kimberly Carlson (N/V)				
Other Faculty Present					
Guests					
x	Will Breitbach	x	Michael Fanon	x	Candace Irwin
x	Tim Johnston	x	Kate Mahar	x	Carie Rosensteel
x	Jamie Spielmann	x	Buffy Tanner	x	Amy Thompson
x	Heather Wylie				

1. Call to order: Meeting was called to order at 3:00 p.m.

2. Approval of Minutes—August 24, 2026 (1 attachment): Kari Aranbul moved to approve the August 24th minutes; seconded by Chelsea Hendershot. 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. Application for a New Bachelor's Degree

- Presenter: Kate Mahar
- Purpose and Expected Outcome: Kate will update us on the progress being made on our application for a new bachelor's degree.

Kate Mahar provided an update on the new Public Safety bachelor's degree that is being proposed by Shasta College. She explained the requirements for a community college to be approved by the Chancellor's Office to offer a bachelor's degree. The approval process includes a labor market analysis, letters of support, and comparisons with programs and courses at UCs and CSUs to avoid any duplications. January 15th is the deadline for application to the Chancellor's Office for new degree programs. Kate mentioned that there are other public safety degree programs at other California colleges and universities, but this degree program will be unique because of its rural focus. Cathy Anderson reminded Kate that the Academic Senate will not be meeting in November, so any readings by the Senate will need to take place either in late October or early December.

- b. AI Task Force

- Presenters: Lisa Riggs and Robert Waldren
- Purpose and Expected Outcome: Lisa and Robert will update us on the activities of the AI Task Force.

Lisa Riggs and Robert Waldren gave an update on the latest work of the task force. One recommendation involved ways to revisit and update the AI syllabus language each semester or year to reflect the rapidly evolving nature of AI. Another recommendation is developing and collecting "conversation starters" for different types of AI use scenarios and the consequences for these; this recommendation was based on an *Edutopia* article titled "When Students Use AI in Ways They Shouldn't." Lisa stated that she would send Cathy Anderson a link to this article so that it could be shared. Lisa also reminded everyone of the task force members: Lisa Riggs, Robert Waldren, Kyle Sirovy, Kate Mahar, Paul Burwick, Will Breitbart, and Wayne Webster. She encouraged instructional faculty who are interested to join the task force.

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: None at this meeting

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

b. From the Office of Instruction

Tenure Review Committees/Mentors and Fulltime Temporary Evaluations: (1 attachment)

i. There are four proposed Tenure Review Committees and Mentors that require approval:

- Proposed TRC for Mark Montgomery (Administration of Justice)—Tenure-Track:
 - Chair: Craig Thompson, Dean
 - TRC Member: Haley Mulvihill
 - TRC Member: Bryon Hamilton
 - TRC Member: Eva Jimenez
 - Mentor: Darren Gurney
- Proposed TRC for Julian Dürr (Music)—Tenure Track:
 - Chair: Stacey Bartlett, Dean
 - TRC Member: Jeff Specht
 - TRC Member: Lenore Watson (replacing Greg Thorson)
 - TRC Member: Jen McCandless
 - Mentor: Morgan Hannaford
- Proposed TRC for David Zachary Gifford (Music)—Tenure Track:
 - Chair: Stacey Bartlett, Dean
 - TRC Member: Cheryl Cruse (replacing Greg Thorson)
 - TRC Member: Sara McCurry
 - TRC Member: Jeff Specht
- Proposed TRC for Instructor to Be Hired (ESCI/GEOG)—Tenure Track:
 - Chair: Heather Wylie, Dean
 - TRC Member: Randy Reed
 - TRC Member: David Carico
 - TRC Member: Chelle Sugimoto
 - Mentor: Katie Leach

Kari Aranbul moved to approve the proposed TRCs and mentors listed above; seconded by Jason Judd. Motion carried unanimously.

Peer Evaluators: (1 attachment)

ii. The following proposed peer evaluators need approval:

- Karla Martin (FT ESL Faculty, non-tenured) to peer evaluate Melinda Jackson (PT ESL Faculty)
- Erick Calderon (FT Ethnic Studies Faculty, non-tenured) to peer evaluate Susan Westler (FT Physical Education Faculty)

Chelsea Hendershot moved to approve the peer evaluators listed above; seconded by David Cooper. 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. **BP 4240** – Academic Renewal [Revised, Legally Required]
Cathy Anderson noted that the only change is the addition of one sentence.
- ii. **AP 4240** – Academic Renewal [Revised, Legally Required]
Jamie Spielmann noted that these changes are legislatively required. Cathy Anderson reviewed the major changes. Several noted that item 3 and item 4 seem to contradict each other, so further clarification could be added. Cathy also noted that the added sentence in item 7 repeats the previous sentence and seems redundant, so some minor revision for clarity should be done.
- iii. **AP 7211** – Faculty Service Areas, Minimum Qualifications, and Equivalencies [New, Legally Required]
Cathy Anderson noted that this is a new AP. Chase Brown explained how the Equivalency Committee worked on this and developed the language for the AP; the goal was to identify a baseline way to determine equivalency while at the same time recognizing the depth and complexity of qualifications based on work and professional experience.

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 4010** – Academic Calendar [Revised, Legally Required]
Cathy Anderson noted that the only change was the addition of Diwali as a holiday.
- d. Select a Delegate for Fall 2026 Plenary
- The Fall Plenary will meet November 5th through November 7th in Redwood City

Cathy Anderson reported that Superintendent/President Frank Nigro has approved funding for two delegates, one voting and one non-voting, to attend the Fall Plenary. Jacquelyn Horton nominated Alan Spivey to serve as our voting delegate to the Fall Plenary; seconded by Chase Brown. Because there were no other nominees, nominations were closed. Motion to appoint Alan Spivey as our voting delegate to the Fall Plenary carried unanimously. Alan Spivey nominated Jacquelyn Horton as non-voting delegate; seconded by Chase Brown. Because there were no other nominees, nominations were closed. Motion to appoint Jacquelyn Horton as non-voting delegate to the Fall Plenary 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
 - To Do List:
 - Develop a Philosophy Statement for faculty (done)
 - Review and update AP/BP 5500 (a workgroup has been established with a goal of fall)
 - Develop suggested guidelines for course syllabi (done)

Chase Brown provided an update on the workgroup charged with reviewing and updating AP/BP 5500. The workgroup's discussion centered on the issue of how to get more faculty input and involvement with updating the AP and BP. Chase stated that he will bring the workgroup's recommendations and revisions to Senate later this fall.

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)

Cathy Anderson reported that the Faculty Hiring Priorities Committee will be meeting soon, so she asked who would be interested in serving as our liaisons. Jacquelyn Horton and Chelsea Hendershot expressed interest in serving.
- b. Report from College Council (Will Breitbach or Cathy Anderson)

Will Breitbach reported that College Council has been updating the Integrated Planning Manual so that it reflects all the changes made to the planning cycle, and it has also been reviewing its bylaws.
- c. Reports from Standing Subcommittees (Reports are given by the Co-Chairs or members as needed)
 - i. Curriculum Committee (Co-Chairs: Scott Yates, Mike Mari)

No report.
 - ii. Scholastic Standards Committee (Co-Chairs: Lenore Watson, Jamie Spielmann)

Jamie Spielmann reported that the committee is working on revising the process for Excused Withdrawals (EW).

iii. Faculty Excellence Committee (Co-Chairs: Valerie Ambrose, Will Breitbach)
Will Breitbach reported that the committee is starting work on planning for Spring's Welcome Back Day.

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 has changed curriculum maps from an Excel spreadsheet to an app, which will make them much easier to work with.

d. Reports from Joint Committees (Reports are given by the Co-Chairs or delegate as needed)

i. Student Success Committee (Tri-Chairs: Kate Mahar, vacant, and vacant)
Kate Mahar reported that the committee will have its first meeting this week.

e. Professional Development Coordinator (Valerie Ambrose)
No report.

f. Office of Instruction (Mike Mari)
Mike Mari reported that the Faculty Hiring Priorities Committee and Academic Calendar Committee are starting their work shortly.

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: Public Safety bachelor's degree; AI Task Force recommendations; addition of Diwali to academic calendar.

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. Buffy Tanner announced that she will be retiring on December 31st.

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 4:17 p.m.

11. Next Meeting: Monday, September 28, 2026, at 3:00 p.m. in Room 1101

The Shasta-Tehama Trinity Joint Community College District (“Shasta College”) does not discriminate against any person on the basis of race, color, national origin, sex, religious preference, age, disability (physical and mental), pregnancy (including pregnancy, childbirth, and medical conditions related to pregnancy or childbirth), gender identity, sexual orientation, genetics, military or veteran status or any other characteristic protected by applicable law in admission and access to, or treatment in employment, educational programs or activities at any of its campuses. Shasta College also prohibits harassment on any of these bases, including sexual harassment, as well as sexual assault, domestic violence, dating violence, and stalking.