

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Approved Minutes
Tuesday, May 13, 2014

2013-2014

President

Call to Order: President Aschenbach called the meeting to order at 4:02.

Cheryl Aschenbach

Present: Cheryl Aschenbach, Michael Giampaoli, Carrie Nyman, Richard Swanson.
Guests: Barbara Baston, Jesse McCaslin, Cory McClellan, Sue Mouck, Jeff Owens,
Dr. Robinson (Late 4:07), Ross Stevenson (Late 4:15).

Vice-President

Approval of Agenda: (Nyman/Giampaoli: MSCU)

Carrie Nyman

Minutes

Secretaries

Approve minutes from April 29, 2014. (Nyman/Giampaoli: MSC/Swanson abstaining)

Lisa Gardiner

Richard Swanson

Public Comment

None.

Senators

Action

Barbara Baston

Cory McClellan

1. Approve AP 4104 Contract Education (Nyman/Giampaoli: MSCU)
Sue Mouck expressed that this should be developed by retaining the process of curriculum. Ross Stevenson mentioned specific to contract education screening to meet minimum qualifications and to note it in the contract to be compensated accordingly for any work.
2. Approve 2014 Administration of Justice IPR (Giampaoli/Nyman: MSCU)
3. Approve 2014 Child Development IPR (Swanson/Giampaoli: MSCU)
Cheryl explained that Betsy Elam formalized IPR but the four chapter format is not as clear as in most IPRs.
4. Accept Curriculum/Academic Standards recommendations and forward them to the Board.
*AT 91Smog Check Training Level 2 – 32 Hour Course
Certificate of Accomplishment in Digital Graphic Design Fast Track I
Certificate of Accomplishment in Digital Graphic Design Fast Track
Community Service Course: Jewelry
(Swanson/Nyman: MSCU)*
5. Appoint Cheryl Aschenbach and Cory McClellan as representatives for annual budget and planning process review and revision (with Consultation Council representatives). (Swanson/Giampaoli: MSCU)
6. Ratify election results and seat 2014-2016 Senators: Barbara Baston, Lisa Gardiner, Cory McClellan, Richard Swanson. (Giampaoli/Nyman: MSCU)
7. Elect officers for 2014: President, Vice-President, Secretary. Nominations for President: Cheryl Aschenbach, Vice President: Carrie Nyman, Co-Secretaries: Richard Swanson and Lisa Gardiner were approved by acclamation (McClellan/ Batson: MSCU by acclamation)

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8. Schedule June meeting- IPRs, Faculty assignments, Budget Review, Formal action to delegate and forward to board. Meeting is set for June 10 @1:00pm. (Nyman/McClellan: MSCU)

Discussion

1. 2014 Business IPR – First Reading – Garrett dropped off an update to Business IPR. He is still working on it and is on track. This should be ready next meeting June 10 @1:00pm.
2. 2014 Automotive Technology IPR – First Reading – This item is still being worked on. It is on track and should be ready next meeting June 10 @1:00pm.
3. AP 4230 Grading and Academic Record Symbols
AP 4230 allows assignment of FW (Failure to Withdraw) to designate a student who has failed due to not remaining active or attending class in contrast to an F grade for cases where the student failed on their own merit. Implementing the FW grade could help release faculty responsibility concerning students who are not attending. Barbara Baston said that it would help counseling students. Cheryl mentioned that implementation could be as early as summer. This item does not need any further Senate action although Cheryl will follow up with Dean of Students Patrick Walton to get the FW grade included as an option on grade reports and transcripts beginning with summer session.
4. Handbook for Correspondence Instructors
Nearly completed but needs more feedback from instructors and will bring forward at next meeting June 10 @1:00pm. Ross Stevenson requested that information about the compensation clause for preparation of correspondence packets that is in the LCFA be addressed in the Handbook.
5. Instructional Program Review Handbook
This item is coming along slowly. This item may be ready for further review at the next meeting June 10 @1:00pm

Information

Reports

- Senators – None.
- Administration – None.
- LCFA – Michael Giampaoli reported that to date there isn't any movement on negotiations.

Closed Session (4:42 to 4:48)

Accept faculty evaluation results and contract recommendations from Dean of Instructional Services Dr. Robinson and forward them to Superintendent/President Dr. Hall and the Board (Nyman/Baston: MSCU)

Closed Session Report

Senate accepted for forwarding to the board the faculty evaluation results: recommending second year contract for one tenure-track faculty member and recognizing the evaluation of one tenured full-time instructor

Adjournment: (Nyman/McClellan)

Next Academic Senate Meetings

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June 10, 2014

Additional meetings will be scheduled as necessary.

Future Agenda Items

- Handbook for Online Instructors – further review and approval
- Handbook for Correspondence Instructors – final approval (June)
- IPR Handbook – further review and approval
- AP 4005 Enrollment Management and Attendance Accounting
- Ethics Statement: AP 3050
- Accept 2014 Annual IPR Updates
- 2014-2015 faculty committee appointments
- 2013 Human Services IPR
- 2013 Welding IPR
- 2014 Physical Education IPR (Area E2)
- 2014 Athletics IPR
- 2014 Automotive Technology IPR - final approval (June)
- 2014 Agriculture IPR
- 2014 Business IPR – final approval (June)

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