

# LASSEN COMMUNITY COLLEGE

# ACADEMIC SENATE



Minutes  
Tuesday, February 13, 2018

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2017-2018

President

Cheryl Aschenbach

Vice-President

Richard Swanson

Secretary

Barbara Baston

Senators

Lisa Gardiner

Roxanna Haynes

Jeff Owens

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Call to Order: President Aschenbach called the meeting to order at 3:03. Present were senators Swanson, Gardiner, Haynes, and Owens. No guests were present.

Approval of Agenda: Agenda approved with removal of December 12, 2017 minutes (they need revision). Swanson/Gardiner (MSCU)

Approval of minutes from November 14, December 5 and December 23 meetings. Gardiner/Haynes (MSCU)

Public Comment: *None*

Action:

1. Approve revisions to MQ Handbook Swanson/Owens (MSCU)  
Revisions included an update to FS equivalency, consistency with language in CCCCO Handbook and discipline assignments in LCC's Curriculum Action Log, and deletion of single course assignment form.

Discussion

1. Online Faculty Handbook (Lisa, Jeff)  
Lisa and Jeff reported that the review of and revisions to the Online Faculty Handbook are nearly complete. It will be ready for action soon.

Reports

- Senators (3 min each) None
- Administration (5 min) None
- LCFA (5 min) None

Closed Session started at 3:43pm: Accept faculty evaluation recommendations and forward to the President and Board.

Senate reported out of closed session at 3:58pm: Accept faculty evaluation recommendations and forward to the President and Board. Swanson/Gardiner (MSCU)

*Further, Senate had additional comments:*

- *The evaluation forms for tenured faculty members were inconsistent in regards to a recommendation being checked & not checked. This needs to be more clear and more consistent in the future.*
- *Evaluations of instructors at HDSP and CCC did not meet all contracted evaluation dates. Classroom visits were delayed due to lockdowns.*

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Senate adjourned at 3:59 Gardiner/Haynes (MSCU)

### Next Academic Senate Meetings

February 13 and 27, 2018 at 3pm in HU-206

March 13 and 27, 2018 at 3pm in HU-206

April 10 and 24, 2018 at 3pm in HU-206

May 8 and 22, 2018 at 3pm in HU-206

Additional meetings as needed

### Future Agenda Items

1. AP 5075 Course Adds and Drops
2. Strategic Enrollment Plan (Dr. Buckley)
3. Approve revisions to BP & AP 4100 Graduation Requirements for Degrees and Certificates, including revisions to catalog language re: GPA and certificates; forward it to Consultation Council
4. Approve 2016 Humanities IPR
5. Approve 2014/2016 Agriculture IPR
6. BP/AP Chapter 4 review
  - a. AP 4005 Enrollment Management
    - New Board policy – Regular, Substantive Contact in DE
    - New Board policy – Credit Hour Definition
    - GE and Institutional SLOs as part of equivalency process
    - Accuplacer NextGen workgroup