

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Minutes
Tuesday, February 27, 2018

2017-2018

President

Cheryl Aschenbach

Vice-President

Richard Swanson

Secretary

Barbara Baston

Senators

Lisa Gardiner

Roxanna Haynes

Jeff Owens

Call to Order: President Aschenbach called the meeting to order at 3:02. Present were senators Baston, Gardiner, Haynes, and Owens. No guests were present.

Approval of Agenda: Agenda approved with removal of action on minutes. Baston/Owens (MSCU)

Approval of minutes: *None*

Public Comment: *None*

Action: *None*

Discussion

1. Elections

President Aschenbach shared a draft of the elections timeline and will bring this and additional elections-related documents to the March meeting for review and approval.

2. Guided Pathways

President Aschenbach provided an update on the IEPI Guided Pathways workshop that was held in Sacramento on February 26. The group will meet in March to work on the work plan that is due at the end of March. It will likely have some high-level planning-related items, including some from Integrated Planning, as LCC is still in the evaluation and planning stage of guided pathways. The work plan will come to senate for two readings in March.

3. New Board Policy – Regular, Substantive Contact in DE

President Aschenbach shared that although Senate has used the Online Instructor Handbook to clearly define our expectations for regular, substantive contact in distance education sections, most colleges have a policy which helps to further formalize local definitions and expectations. A DE policy can also help to meet accreditation standards. Cheryl has done research to see what other colleges have in their DE policy and will present a draft at the next meeting.

4. Handbooks

- a. Instructional Program Review – Lisa, Roxanna, and Richard reported that they are making final clarifications to the handbook, the template, and the annual update template. It will be ready for review at the next meeting.
- b. Faculty – Cheryl reported that she has input from Barb, Roxanna, and Jeff and needs to compile it into a revised document.
- c. Online – Lisa and Jeff reported that the online handbook will be ready for review at the next meeting.
- d. Correspondence – No progress has been made

Academic Senate
P.O. Box 3000 Susanville, CA 96130
Voice (530) 251-6181 ext 8967
www.lassencollege.edu

- e. Incarcerated – It was agreed that this would be held until LCFA and LCC administrators have more conversation around concerns and the need for regular policies and practices for incarcerated instruction.

Reports

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

Closed Session: None needed

Senate adjourned at 4:19 Gardiner/Owens (MSCU)

Next Academic Senate Meetings

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