

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Approved Minutes
Tuesday, August 26, 2014

2014-2015

President
Cheryl Aschenbach

Call to Order: President Aschenbach called the meeting to order at 3:00pm
Present: Cheryl Aschenbach, Barbara Baston, Lisa Gardiner, Cory McClellan, Carrie Nyman.

Vice-President
Carrie Nyman

Guests: Sue Mouck, Paige Broglio, Natalia McClellan, Brian Murphy

Approval of Agenda: (Gardiner/Nyman: MSCU)

Secretaries
Lisa Gardiner

Minutes:

Approve minutes from July 30, 2014. (McClellan/Swanson: MSC, 1 abstain-Swanson)

Richard Swanson

Public Comment

None.

Action

Senators
Barbara Baston
Cory McClellan

1. Updated 2014-2015 faculty committee appointments (Nyman/McClellan: MSCU)
Safety committee was removed and faculty were moved to new committees. See attached.
2. Approved 2014 Physical Education IPR (Baston/Gardiner: MSCU)
3. Assigned 2014-2015 IPR Mentors (Nyman/McClellan: MSCU)
See attached.
4. Approved minimum qualifications statement for CNA Director MQ for update in MQ Handbook (Swanson/McClellan: MSCU)
Because of confusion about local and state requirements for CNA Directors, an MQ statement that incorporated both local and state requirements was approved as an addition to the MQ Handbook.
5. Approved revisions to minimum qualifications statement for LVN Director and LVN Instructor to update MQ Handbook (Swanson/McClellan: MSCU)
In reviewing and revising the CNA Director MQ statement, MQ Chair Lisa Gardiner felt it was appropriate to include a similar statement regarding submission of application materials to the outside agency for approval within the minimum qualification statements for LVN Director and Instructor.

Discussion

1. Standards for online instruction (for inclusion in Online Instructors' Handbook)
The current proposed draft was reviewed and minor additions were recommended.
2. Online Instructor's Handbook
Minor revisions were suggested. Cheryl will get the draft updated and sent to senators for further review before approval at the next Senate meeting.
3. 2013 Welding IPR – First Reading
Cheryl shared that the Welding IPR was submitted; she's providing feedback to

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Kory Konkol and, as soon as the IPR is put into PDF format, it will be brought back to Senate for approval.

Information

Sue Mouck, Accreditation Chair, shared that the college received a letter from ACCJC informing us that the site visit to the Public Safety Training Facility was adequate and our substantive change request has been approved. The next ACCJC document due is the follow-up report due in March.

Reports

- Senators - None
- Administration – Brian Murphy reported that enrollment is up for Fall 2014 although how much is still to be determined.
- LCFA – Negotiations are on-going

Senate entered into Closed Session at 3:55pm for the following actions:

- Approve minimum qualifications and equivalencies and forward to the Board
- Review applications and select 2014-2015 Flex Chair

Senate reported the following Closed Session actions at 4:20pm:

- One equivalency in Equine Science approved (Nyman/Baston: MSCU)
- One equivalency in Physical Education denied (Nyman/McClellan: MSCU)

Adjournment: (Gardiner/Swanson) at 4:21pm

Next Academic Senate Meetings

September 9, 2014 at 3:00pm in HU-204
September 23, 2014 at 3:00pm in HU-204
October 14, 2014 at 3:00pm in HU-204
October 28, 2014 at 3:00pm in HU-204
November 25, 2014 at 3:00pm in HU-204
December 9, 2014 at 3:00pm in HU-204

Future Agenda Items

- Approve 2014 Business IPR
- Approve 2014 Automotive Technology IPR
- Assign 2014-2015 IPR mentors
- Handbook for Online Instructors – further review and approval
- IPR Handbook – further review and approval
- AP 4005 Enrollment Management and Attendance Accounting
- Ethics Statement: AP 3050
- Accept 2014 Annual IPR Updates
- 2013 Human Services IPR
- 2013 Welding IPR
- 2014 Athletics IPR
- 2014 Agriculture IPR
- 2014 Physical Education IPR

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Faculty Committee Assignments 2014-2015

Approved by Senate June 10, 2014

Updated by Senate August 26, 2014

Academic Planning (4 Chairs+Lead Counselor)

Cheryl Aschenbach – P
Robert Schofield – P
Carie Camacho – P
Ross Stevenson – P
Alison Somerville – N

Consultation Council/Strategic Planning (5+ALO*)

2012

Cheryl Aschenbach – Senate President (governance rep) – P
Robert Schofield (planning rep) – P
Carie Camacho (planning rep) – P
Sue Mouck (ALO) – P
Ross Stevenson (governance rep) – P
Alison Somerville (planning rep) – N

Safety (2) – Ad-hoc Committee Established Fall

*membership removed because Consultation Council determined that Safety Committee-type charges would be carried by Facilities Master Planning Committee.

Curriculum/Academic Standards (subcommittee of Senate) (7 plus Articulation Officer)

Cheryl Aschenbach – P
Betsy Elam – P
Lisa Gardiner – P
Kory Konkol – P
Chad Lewis – P
Cory McClellan – P
Sue Mouck – P
Toni Poulsen – P
Alison Somerville (AO) – P

Facilities Planning (2)

Ross Brosius – P
Brian Wolf – P
~~Jake Williams – N~~ Jeff Owen – N
John Martin – N
Glen Yonan – N

Institutional Technology Planning (3)

Michael Giampaoli – P
Jackson Ng – P
Garrett Taylor – N
Kam Vento – N
Adam Runyan – N

Human Resource Planning (& Faculty Flex Subcommittee) (3)

Dan Anderson – P
Sandy Beckwith – P
Colleen Baker – P
Lori Collier – N

Institutional Effectiveness (ALO, Senate Pres, SLO Coordinator)

Sue Mouck – N
Cheryl Aschenbach – N
Robert Schofield – N

Student Services Planning/Student Success (4 incl. Matriculation Officer)

Barbara Baston – P
Noelle Eckley – P
Tom Rogers – P
Buck Bauer – N

Scholarship, Financial Aid Appeals, Academic Renewal & Student Grievances (3)

Richard Swanson – P
Carrie Nyman – P
Nancy Beterbide – N
Ken Theobald – N

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2014-2015 IPRs

IPR – Past Due	Faculty Assigned	Senate Mentor
Automotive Technology - 2014	Chad Lewis	Lisa Gardiner
Agriculture - 2014	Brian Wolf	Carrie Nyman
Business - 2014	Garrett Taylor Ken Theobald	Lisa Gardiner
Athletics - 2014	Glen Yonan + coaches	Carrie Nyman Barb Baston
2014-2015 IPRS	Faculty Assigned	Senate Mentors
History/Social Science/Sociology/Psy/Anth	Colleen Baker Sandy Beckwith Carie Camacho Toni Poulsen	Richard Cory
Work Experience	Lisa Gardiner	Cory Barb
Fire Technology	Dave Trussell	Cheryl Carrie
Gunsmithing	Buck Bauer John Martin	Lisa Richard
Welding	Kory Konkol	Carrie
Vocational Nursing	TBD	Cheryl Cory