

# LASSEN COMMUNITY COLLEGE

# ACADEMIC SENATE



MINUTES  
Tuesday, November 14, 2017  
3:00pm in HU-206

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2017-2018

President

Cheryl Aschenbach

Vice-President

Richard Swanson

Secretaries

Barbara Baston

Senators

Lisa Gardiner

Roxanna Haynes

Jeff Owens

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Called to Order at 3:00pm

Senators Present: Cheryl Aschenbach, Richard Swanson, Barbara Baston, Roxanna Haynes, Jeff Owens

Guests: Shar Murphy, Andy Rupley, Carrie Nyman, Karissa Morehouse, Robert Schofield

Approval of Agenda without closed session (Owens/Haynes, MSCU)

Minutes

Approved minutes from October 10, 2017 meeting (Haynes/Swanson, MSCU)

Public Comment

Individuals may address comments to the Academic Senate on *subjects not listed on the agenda*.

Andy Rupley had questions about OER and the Zero Textbook Cost (ZTC).

Action

1. Approve 2017 DSPS IPR (Haynes/Owens, MSCU)
2. Accept recommendations from Curriculum/Academic Standards Committee and forward them to the Board (Swanson/Haynes, MSCU)
  - a. FS 65A Driver Operator 1A (1.5 units, 18 hrs lecture/27 hrs lab)
  - b. FS 65B Driver Operator 1B (1.5 units, 18 hrs lecture/27 hrs lab)
  - c. ART 39 Introduction to Digital Art (3.0 units, 26 hrs lecture/75 hrs lab)
3. Approve budget prioritization criteria (Haynes/Owens, MSCU)  
Cheryl explained how the proposed prioritization criteria evolved from what has been used the last few years based on Consultation Council feedback and an awareness that the terms used are not clear to everyone.
4. Revise committee appointments (Haynes/Owens, MSCU)  
Senate agreed to add Chris Baker to Curriculum Committee in addition to his original committee assignment.
5. ASCCC Hayward Award – nomination of Sue Mouck (Swanson/Baston, MSCU)  
With senate's action, Cheryl will submit an application to nominate Sue Mouck for the ASCCC Hayward Award, intended to honor exemplary faculty.

Discussion

1. Integrated Plan – 1<sup>st</sup> reading (Karissa, Andy)  
Plan is due at the Chancellor's Office January 31. Senate reviewed the

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current draft and provided feedback. Approval by Senate and Consultation Council will occur in November.

2. AP 5011  
Revisions to 5011 were reviewed. This can move to action next meeting.
3. AP 5012  
Revisions to 5012 were reviewed. This can move to action next meeting.
4. Accuplacer NextGen workgroup  
The current Accuplacer placement exam will not be available for use after this year, so we'll need to begin planning to transition to Accuplacer NextGen. Part of the transition includes establishing new cut scores. It was agreed that a workgroup should meet to discuss the process and determine what needs to be done to prepare and later to transition to Accuplacer NextGen. The workgroup will be Patrick Walton, David Corley, Alison Somerville, plus all FT English and math faculty. One question that needs to be answered: Will Accuplacer be processing the data for us? They did previously, and if they don't then we can't set new scores as we don't have the capacity to process the data.
5. Budget & Planning Process Handbook – 1<sup>st</sup> reading  
Revisions were reviewed. This can move to action at the next meeting.
6. Revision/development updates (as available)
  - a. Instructional Program Review Handbook (Lisa, Roxanna, Richard)
  - b. Faculty Handbook (Cheryl, Jeff, Roxanna, Barb)
  - c. Online Faculty Handbook (Lisa, Jeff)
  - d. Correspondence Faculty Handbook (Cheryl, others TBD)
  - e. Faculty Handbook for Incarcerated Instruction (Cheryl, Roxanna, Andy, Hasib)

#### Information

The Guided Pathways assessment is now available for input online. Faculty are encouraged to fill it out: <https://www.surveymonkey.com/r/TXVZN99>. Inputs are anonymous, but you can enter your name at the end to be eligible for a \$100 Visa Gift Card

#### Reports

- Senators (3 min each)
- Administration (5 min) Karissa Morehouse reported the following:
  - a. Cougar Countdown to finals will be in December. There will be different activities available to students every day through finals week.
  - b. The website conversion is expected by Friday 11/17. There should be a training offered in December so people can update web pages.
  - c. LHS is having a suicide alert workshop. There are a lot of mental health issues at LHS and at LCC. Karissa spoke of a grant for behavioral sciences (\$40,000). She'll be meeting with Lassen County Behavioral Health to discuss options, including direct resources for crisis situations and preventative training for staff and students.
- LCFA (5 min) Carrie Nyman, LCFA President, reported the following:
  - a. Negotiations are at an impasse. District countered LCFA's proposal with a 1%, 1%, 1% offer but only to be effective 60 days after ratification; there is no incentive for the Board to act unless we push for changes to be retroactive to July 1 when the old contract ended.

Closed Session - None

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Adjournment at 5:00pm (Swanson/Owens, MSCU)

### Next Academic Senate Meetings

November 28, 2017 at 3pm in HU-206

December 12, 2017 at 3pm in HU-206

January 23, 2018 at 3pm in Room TBD

February 13 and 27, 2018 at 3pm in Room TBD

March 13 and 27, 2018 at 3pm in Room TBD

April 10 and 24, 2018 at 3pm in Room TBD

May 8 and 22, 2018 at 3pm in Room TBD

Additional meetings as needed

### Future Agenda Items

1. Faculty input into the Guided Pathways assessment (if available)
2. Enrollment Management 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