

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Minutes
Tuesday, January 23, 2018

2017-2018

President

Cheryl Aschenbach

Call to Order: President Aschenbach called the meeting to order at 3:01. Present were senators Swanson, Gardiner and Haynes. Also present were Chad Lewis, Carrie Nyman and Andrew Rupley.

Vice-President

Richard Swanson

Approval of Agenda: Agenda approved with deletion of approval of Nov. 14, Dec. 5 and Dec. 23 meeting minutes. Swanson/Gardiner (MSCU)

Secretaries

Barbara Baston

Public Comment: *Chad Lewis, member of ASCCC Standards and Practices Committee and Minimum Qualifications Toolkit Taskforce, reported on statewide equivalency issues being discussed by the two statewide groups. Both committees are focused on minimum qualifications and clarifying processes as well as exploring equivalencies for those with less than an AA but with professional certifications. Apprenticeship and single course equivalencies are part of the anticipated conversation as well.*

Senators

Lisa Gardiner

Roxanna Haynes

Jeff Owens

Action: No action items

Discussion

1. Revisions to MQ Handbook

There is some question whether experience as a classroom aide or instructional support specialist is equivalent to certificated teaching experience; this is coming up in response to more classified staff having an interest in teaching, particularly in areas not requiring a master's degree. There is not any precedent. Senate will continue this conversation in the future and will consider language for inclusion in the MQ Handbook. Lisa is also working on updating the MQ Handbook.

2. Handbook Updates

- a. Instructional Program Review Handbook (Lisa, Roxanna, Richard): *Gardiner and Haynes reported they had met and discussed needed revisions in depth; chief among needed revisions is a means of indicating justification for chartered requests for program improvements/additions/financing. The group pointed out there is inconsistent language throughout the document and a need to include definitions/descriptions of plans with the tables in the document rather than separately in the appendix.*
- 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): *Haynes and Rupley reported progress toward creation of a handbook for incarcerated instruction. Some suggested inclusions may*

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require consultation with the LCFA. It was agreed that the handbook should not have policy/practice if it's not already approved or negotiated. However, a draft could be used to create talking points with administration.

Reports

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

Closed Session: Senate began review process and acceptance of Fall 2017 faculty evaluation recommendations for forwarding to the President and Board: No Action Taken.

Senate adjourned at 4:08: 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