

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Approved Minutes
Tuesday, April 1, 2014

2013-2014

President
Cheryl Aschenbach

Call to Order: President Aschenbach called the meeting to order at 4:01
Present: Cheryl Aschenbach, Lisa Gardiner, Michael Giampaoli, Carrie Nyman, Richard Swanson
Guests: Sue Mouck, Jesse McCaslin

Vice-President
Nancy Beterbide

Approval of Agenda: An amended agenda was approved with the addition of Action Item #9-Gunsmithing 2013 IPR. (Nyman/Gardiner, MSCU)

Secretaries
Lisa Gardiner
Richard Swanson

Public Comment
None.

Action

Senators
Michael Giampaoli
Carrie Nyman

1. Accept nominations and certify ballot for 2014-2015 Academic Senate.
(Giampaoli/Nyman: MSCU)
2. Approve Curriculum/Academic Standards recommendations and forward them to the Board (Gardiner/Nyman: MSCU)
New Course: AJ 71 Off Post Training for CDCR Custody Staff
New Course: ART 50 Welding for Artists (History of Welded Sculpture)
New Course: WT 50 Welding for Artists (Design and Fabrication)
3. Approve revisions to AP 5012 International Students (Gardiner/Nyman: MSCU)
Inclusion of IELTS with TOEFL equivalents is seen as a means of serving international students more effectively as students from England and Australia are now coming with IELTS scores, rather than TOEFL.
4. Approve revisions to AP 5055 Enrollment Periods and Priorities (Giampaoli/Gardiner: MSCU)
Changes are necessary to incorporate Title V changes for priority registration.
5. Approve Governance 2014 NIPR Annual Update (Gardiner/Giampaoli: MSCU)
Annual update includes participation of Senate President, Accreditation Chair, and Board of Trustees member Sophia Wages.
6. Approve Fire Science 2014 IPR Annual Update (Giampaoli/Nyman: Motion to Table) *
7. Approve Work Experience 2014 IPR Annual Update (Giampaoli/Nyman: Motion to Table) *
8. Approve Basic Skills 2014 IPR Annual Update (Giampaoli/Nyman: Motion to Table) *
- *The Senate recognizes the efforts of our colleagues in completion of IPR Annual Updates and that faculty members are supportive of the IPR Annual Update process. Senate chooses to review these items at a later date when Administration has had the opportunity to recognize the additional workload that IPR Annual Updates present.*
9. Approve Gunsmithing 2013 IPR (Nyman/Giampaoli:MSCU)

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

Discussion

1. 2014 Mathematics/Natural Science IPR – First reading
It was recommended that data presentation in this IPR be suggested as a model to Institutional Research and faculty colleagues.
2. 2014 Child Development IPR – First Reading
This document will be revised to the new format and include an updated Curriculum Action form.
3. AP 4104 Contract Education
President Aschenbach will revise and bring to next Senate meeting.
4. AP 4005 Enrollment Management and Attendance Accounting
Discussion included differentiation between physical and academic attendance/engagement. The importance of reflecting student inactivity in relationship to 2nd Financial Aid disbursement date was emphasized.
5. Handbook for Online Instructors
6. Handbook for Correspondence Instructors
7. Instructional Program Review Handbook – begin discussions for revisions
Several revisions were recommended;
 - *Student Evaluation form needs to be revised.*
 - *Standardized data*
 - *Use of template/fill-in form*
 - *Make the intent of the SLO section more clear. Intent is action taken as consequence of assessment results.*
 - *Include indication of program priority by adding a column to each budget/recommendation table.*

Information

Reports

- Senators
- Administration
- LCFA

Closed Session. Senate entered closed session at 5:24.

Approve Minimum Qualifications and Equivalencies (as needed) and forward to the Board

Closed Session Report

At 5:36 Senate action to approve one equivalency for Gunsmithing (Giampaoli/Swanson: MSCU) was reported.

Adjournment: Gardiner/Nyman 5:36 p.m.

Next Academic Senate Meetings

April 29, 2014 at 4pm

May 13, 2014 at 4pm

Additional meetings will be scheduled as necessary.

Future Agenda Items

- Approve March 18 minutes (April 29)
- Ethics Statement: AP 3050
- Accept Annual IPR Updates: Fire Science, Work Experience, Basic Skills

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

- Faculty Handbook – annual review and revision (April 1, May 13)
- Online and Correspondence Handbooks – annual review and revision (March 18, April 1)
- IPR Handbook and template (April 1, May 13)
- Annual Governance Evaluation (April)
- Ratify election results and seat 2014-2015 senators (May 13)
- 2014-2015 faculty committee appointments
- 2013 Human Services IPR
- 2013 Welding IPR
- 2014 Mathematics/Natural Science IPR (Area A and D2)
- 2014 Physical Education IPR (Area E2)
- 2014 Athletics IPR
- 2014 Administration of Justice/Correctional Science IPR
- 2014 Automotive Technology IPR
- 2014 Agriculture IPR
- 2014 Business IPR
- 2014 Child Development IPR

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