

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Minutes
Wednesday, October 11, 2016
3:00 pm in HU-206

2016-2017

President

Cheryl Aschenbach

Call to Order: President Aschenbach called the meeting to order at 3:01 p.m.

Vice-President

Carrie Nyman

Present were Aschenbach, Nyman, McClellan, Gardiner, Swanson and Baston.
Guests: Brian Murphy

Secretaries

Barbara Baston

Richard Swanson

Approval of Agenda (*Nyman/Gardiner, MSCU*) with inclusion of closed session and removal of minutes approval.

Minutes

Minutes from September 27, 2016 meeting to be approved at next meeting.

Senators

Lisa Gardiner

Cory McClellan

Public Comment

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

- Cory stated that Google Chrome is not compatible with Canvas. He has discovered that there are problems with the submission boxes. Internet Explorer and Firefox appear to be compatible.

Action

1. Accept recommendations for new courses, substantial course changes, and new certificate from Curriculum/Academic Standards Committee and forward them to the Board (*McClellan/Gardiner, MSCU*) *Revisions are required for curriculum cards used in counseling.*
2. Approve MQ Handbook – further revision of language to address HireTouch process (*Gardiner/Baston, MSCU*) *Discussion – focus on verification process. Language in procedure requires updating. Separate out equivalencies for degree and experience.*
3. Approve inactivation of Course Assignment Recommendation Form from MQ documents (*Swanson/McClellan, MSCU*) *Discussion – outdated.*
4. Approve Basic Skills Expenditure Report (*McClellan/Swanson, MSCU*)

Discussion

- Adam Runyan had requested that the IELTS (International English Language Testing System) be considered to be used in addition to the TOFEL (Test of English as a Foreign Language) when certifying English proficiency. Per President Aschenbach, the AP already allows use of both IELTS and TOFEL tests/scores.
- Per Baston, John Martin had requested clarification on why the NRA/POST program reviews were included in the Gunsmithing – 2 year cycle reviews? Per discussion, Senate agreed that this was a good question and that more exploration

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is required in order to accurately respond. There was an agreement that if either of the two were to be cancelled it would not affect the Gunsmithing program. More to follow. His second concern was regarding the collection or distribution of statistical data. It was agreed by Senate that the author of the review is correct to state – in the review - that the data had been requested if not received. As Senate reviews and revises the IPR Handbook for this year, it will discuss separating the programs.

Information

1. Upcoming ASCCC events
 - Area A meeting at Folsom Lake College on October 14, 2016
 - Curriculum Regionals at Skyline College on October 21, 2016
 - Minimum Qualifications/Equivalency Regionals at Woodland Community College on October 28, 2016
 - Fall Plenary at Westin South Coast Plaza, Costa Mesa November 3-5, 2016

Reports

- Senators
- Administration
- LCFA

Closed Session (as needed) 3:54 p.m.

1. Approve Minimum Qualifications and Equivalencies (as needed) and forward to the Board Closed Session Report. *No action taken*

Adjournment: at 4:10 p.m. (*McClellan/Gardiner, MSCU*)

Next Academic Senate Meetings – Fall Semester

October 25, 2016 at 3:00pm in HU-206

November 8, 2016 at 3:00pm in HU-206

November 22, 2016 at 3:00pm in HU-206

December 13, 2016 at 3:00pm in HU-206

Additional meetings as needed

Future Agenda Items

- Approve 2016 Humanities IPR
- Approve 2014/2016 Agriculture IPR
- Approve 2016 Automotive IPR
- Approve Shared Governance Handbook for 2016-2017 and forward it to Consultation Council
- 2016 Business IPR – First Reading
- BP/AP Chapter 4 review
 - a. AP 4005 Enrollment Management
 - b. BP & AP 4100 Graduation Requirements for Degrees and Certificates
 - c. AP 5140
- Math substitution policy
- New Board policy – Regular, Substantive Contact in DE
- New Board policy – Credit Hour Definition
- Revisions to Online Instruction Handbook
- Revisions to the Correspondence Handbook
- Revisions to IPR Handbook
- GE and Institutional SLOs as part of equivalency process

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