

# LASSEN COMMUNITY COLLEGE

# ACADEMIC SENATE



Minutes  
Special Meeting  
Tuesday, December 6, 2016  
HU-102 – (TECC)

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2016-2017

President

Cheryl Aschenbach

Vice-President

Carrie Nyman

Secretaries

Barbara Baston

Richard Swanson

Senators

Lisa Gardiner

Cory McClellan

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Call to Order: President Aschenbach called Senate to order at 4:00 p.m. Present were Senators Nyman, Swanson, Gardiner, McClellan and Baston. Also present were Karissa Morehouse, Ross Stevenson, Robert Schofield, Cindy Howe, Natalia McClellan, and Christi Myers.

#### Approval of Agenda:

Agenda approved (*McClellan, Baston/MSCU*)

*With the deletion of closed session. No applications for review of minimum qualifications.*

#### Minutes:

Minutes approved from October 25 meeting. (*Gardiner, McClellan/MSCU*)

#### Public Comment:

None

#### Action

1. Approve and forward to the Board new course recommendations from Curriculum/Academic Standards Committee. (*Nyman, Baston/MSCU*)  
*Substantial Change: Bio 32L General Life Science with lab 4 units*  
*New Course: AJ 16 Supervision in Law Enforcement 3 units*  
*New Course: CA 52 Word Processing Applications for Business 3.0 units*  
*New Course: CA 53 Spreadsheet Applications for Business 3.0 units*  
*New Course: CA 58 Presentation Applications for Business 1.5 units*  
*New Course: CA 60 Email and Calendar Applications for Business 1.5 units*  
*New Course: CHEM 55 Introductory Chemistry 4 units*  
*New Course: FS 53 Incident Command System (ICS 100) 0.5 units*  
*New Course: FS 58 Intro to Wildland Fire Behavior 0.5 units*  
*New Course: FS 59 Confined Space Awareness 0.5 units*  
*New Course: FS 80 Firefighter Survival 1 unit*  
*New Course: FS 81 Wildland Firefighter Safety & Survival 0.5 units*  
*New Course: HO 72 Medical Assisting: Clinical 6.0 units*

Academic Senate  
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## Discussion

1. AP 5140 Academic Accommodations and substitution form  
*Gardiner requested that Senate move to make changes to the current draft substitution/waiver process (no changes to accommodations) following extended discussion. Final version to be reviewed by LCC legal counsel. Form and AP to be reviewed by Senate at its next regular meeting and moved on to consultation for final approval.*
2. EMT and instructional program reviews.  
*Christi Myers shared that EMT and EMR classes had previously been under the Allied Health discipline prior to being moved to Fire Technology (FS). She stated that she feels that because these courses are medical in nature, they should be moved back under the umbrella of Allied Health. She also shared that if the college does not move back under Allied Health that NorCal EMS will no longer allow these courses to be taught at Lassen College; there must be a director with appropriate medical certifications (RN). This topic will be a formal agenda item at the next senate meeting on 12/20/16.*

Adjournment: Senate adjourned at 5:20 p.m. (Gardiner, Swanson/MSCU)

Next Academic Senate Meetings – Fall Semester

December 20, 2016 at 3:00 p.m. 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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