

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



Minutes
Tuesday, February 26, 2019
3:00pm-HU-204

2018-2019

President
Cheryl Aschenbach

Call to Order at 3:07
Senators present: Aschenbach, Haynes, Rupley, Runyan, Nyman
Guests present: Michael Anderson, Tom Downing, Dr. Trevor Albertson

Vice-President
Roxanna Haynes

Approval of Agenda (Rupley/Haynes MSCU)
Minutes
Approve minutes from Nov. 27, 2018 & Feb. 12, 2019. (Haynes/Rupley MSCU)

Co-Secretaries
Carrie Nyman

Public Comment

Adam Runyan

Action

1. Curriculum Action Log – No action needed
2. BP & AP 4023 – After lots of discussion, it was agreed that more revision is needed, particularly for suggested language regarding DSPS services for incarcerated students.
3. BP & AP 4024 Hours and Units (Rupley/Runyan MSCU)
4. AP 4026 Philosophy and Criteria for International Education (Rupley/Runyan MSCU)
5. BP 4030 Academic Freedom (Rupley/Haynes MSCU)
6. BP & AP 4040 Library and Other Instructional Support Services (Runyan/Nyman MSCU) *Not all revisions suggested by Librarian Shar Murphy were made, so the approved document will be shared with her before advancing to Convocation Council. The Reconsideration Form (AP 4040-1) still needs to be approved.*
7. BP & AP 4230 (Haynes/Rupley MSCU)

Senators
Carie Camacho
Andy Rupley

Discussion

1. BP & AP 4025 Philosophy & Criteria for Associate Degree General Education – ready to move to action at next meeting
2. BP & AP 4050 - Revisions suggested by Articulation Officer Alison Somerville. Ready for action at next meeting.
3. BP 4060 Delineation of Functions Agreement – *There were some questions about whether this BP should refer only to noncredit education or to all instructional contracts/MOUs. Cheryl will check with CCLC policy service and bring recommendation to next meeting. Move to action at if no changes needed.*
4. BP & AP 4070 Auditing and Auditing Fees – Ready for action at next meeting.
5. BP 4080 Class Size – Ready for action at next meeting.
6. BP 4090 Guest Speakers – Ready for action at next meeting.
7. BP & AP 4100 Graduation Requirements – Changes necessary because of impacts of AB 705 and removal of assessment testing for placement. Ready for action at next meeting.

Academic Senate
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Information

- AP 4000, 4002, 4010, 4020, and 4022 approved by Consultation Council on 2/25
- Consultation Council meeting weekly through March

Reports

- Senators (3 min each) Andy Rupley shared that he attended the CAP Conference with other LCC people and that it was a good conference. Roxanna is reviewing AJ IPR, and Trevor reinforced that he'd track down necessary data. Roxanna also reported that there are challenges with DSPS services for incarcerated students because of the different culture and treatment at the prison toward inmates with disabilities. Carrie shared that her Student Athletes and Activities Club will be doing a fundraiser bakesale at Tractor Supply on Saturday and at HDSP on Tuesday. Funds raised support the HDSP Polar Plunge team, which ultimately supports Special Olympics.
- Administration (5 min) – Dr. Albertson reported that North Far North Regional Consortium's endorsement of the business certificate is expected by the end of the month. He also said that to him, transparency and collegiality is paramount in doing the instructional work we all do.
- LCFA (5 min) LCFA President Carrie Nyman reported that

Closed Session at 4:21pm

1. Approve Minimum Qualifications and Equivalencies (as needed) and forward to the Board
2. Accept faculty evaluation recommendations and forward to the President and Board
Not discussed – awaiting faculty contract recommendations from administrators

Closed Session Report at 4:53pm

The Academic Senate was challenged by the fact that four fall evaluations are still not complete because packets are missing documents or signatures, and therefore those packets could not be provided to the senate for review. Senate took three actions related to faculty evaluations and contract recommendations:

1. The senate took action to have President Aschenbach compose a letter to Dr. Hall explaining senate concerns about timing of meetings, including that multiple faculty evaluation meetings and classroom observation visits were cancelled and individual employee evaluation paperwork was not provided to faculty at the end of the process. The letter should also include the recommendation that administrators and participating faculty be trained on effective evaluation practices as well as the specifics of the LCC full-time faculty evaluation process. (Runyan/Nyman MSCU)
2. The senate took action to accept the contract recommendations and forward them to Dr. Hall and the Board for those packets which are complete and were given to senate for review (Runyan/Haynes) MSCU
3. The senate agreed to take no action regarding evaluations and contract recommendations for the four faculty for whom no packets were received because they are yet to be completed.

Adjournment (4:55pm)

Next Academic Senate Meetings (tentative)

March 12 and 26, 2019 at 3pm in HU-206

April 9 and 23, 2019 at 3pm in HU-206

May 14, 2019 at 3pm in HU-206

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Additional meetings as needed

Future Agenda Items

1. 2018 Child Development IPR – Second reading & approval
2. Quest/Smarter Measure (student online readiness)
3. Incarcerated Handbook Update
4. AP 5520 Student Discipline Process
5. Academic Issues in Incarcerated Instruction
6. HR Recruitment Guide – Second reading & action
7. 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
8. Approve 2014/2016 Agriculture IPR
9. GE and Institutional SLOs as part of equivalency process
10. AP 4005 Enrollment Management (2nd reading/action)

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