

# LASSEN COMMUNITY COLLEGE

# ACADEMIC SENATE



MINUTES  
Tuesday, March 24, 2015

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2014-2015

President  
Cheryl Aschenbach

Call to Order: President Cheryl Aschenbach called the meeting to order at 3:03 p.m.

Vice-President  
Carrie Nyman

Present: Cheryl Aschenbach, Carrie Nyman, Lisa Gardiner, Barbara Baston, Cory McClellan.  
Guest: Cindy Howe

Secretaries  
Lisa Gardiner  
Richard Swanson

Approval of Agenda with addition of action item 9, discussion item 3, and deletion of closed session (Nyman/McClellan)

## Minutes

Approve minutes from March 10, 2015 meetings. (Nyman/Gardiner MSC, McClellan Abstain)

Senators  
Barbara Baston  
Cory McClellan

Public Comment  
None.

## Action

1. Approve Senate election documents for Spring 2015
  - a. Call for Nominations (McClellan/Gardiner MSCU)
  - b. Voting and Eligible for Nomination Lists (McClellan/Gardiner MSCU)
2. Accept Addendum to DSPS 2013 IPR. (Gardiner/Nyman MSCU)  
*Cindy Howe explained that funding changes for the 2016-2017 academic year will reduce categorical funding to DSPS and require Lassen College to fund at least 20% of DSPS expenses out of the general fund. In addition, proposed changes in DSPS funding formulas at the state level will negatively impact LCC DSPS funding due funding weights changing to favor campuses with large deaf and hard of hearing populations.*
3. Approve revisions to BP & AP 4050 Articulation; Forward BP to the Board and AP to Consultation Council (Gardiner/Nyman MSCU)
4. Approve revisions to BP 4060 Delineation of Functions Agreement; Forward BP to the Board (McClellan/Gardiner MSCU)
5. Approve revisions to BP & AP 4070 Auditing and Auditing Fees; Forward BP to the Board and AP to Consultation Council (McClellan/Nyman MSCU)
6. Approve revisions to BP 4080 Class Size; Forward BP to the Board.  
*Discussions of future course analysis to determine the appropriate class enrollments based on individual courses (ie. English with a minimum word count versus lecture courses with little writing).* (McClellan/Nyman MSCU)
7. Approve revisions to BP 4090 Guest Speakers; Forward BP to the Board (McClellan/Nyman MSCU)  
*Revision specifies that guest speakers do not meet with classes on a regular basis and shall not substitute for the presence of a faculty member.*
8. Approve revisions to BP & AP 4100 Graduation Requirements for Degrees and Certificates; Forward BP to the Board and AP to Consultation Council.

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*Discussion included updates procedure to identify current graduation competency levels in math and reading. This AP needs further update, so action was tabled until next meeting. (Baston/Nyman MSCU )*

9. Accept recommendations from Curriculum/Academic Standards and forward them to the Board (Gardiner/Nyman MSCU)  
AS-T Biology  
MA courses: HO 70, 71, 82, 84, 85, 88

## Discussion

1. Review of Board Policies and Procedures Chapter 4
  - AP 4101 Independent Study (original draft only) Discussion included that League language provided is not applicable to local practice. Further editing will occur to bring back to Senate more locally relevant language, or Senate will consider not activating this AP.
  - AP 4102 Career/Technical Programs
  - AP 4103 Work Experience (original draft only) *Lisa Gardiner will research procedures at other campuses and bring a draft revision to Senate.*
  - AP 4104 Contract Education
  - AP 4105 Distance Education. *Discussion included adding reference to online and correspondence handbooks.*
  - BP 4110 Honorary Degrees. *Discussion results were a recommendation to inactivate.*
  - BP & AP 4220 Standards of Scholarship. *Discussion included adding "in consultation with the academic senate" to the first paragraph.*
2. Review ASCCC Resolutions
3. Proctoring of correspondence courses  
*Senate supports proctoring of correspondence courses for incarcerated students based on a request for proctoring by one of the prisons we serve.*

## Information

President Aschenbach informed Senate that as of fall 2015, correspondence courses will only be available to incarcerated students, with the exception of AJ correspondence, which is solely available to community students. This decision was made by the division chairs. Community students who need distance education delivery due to schedules or distance from Lassen College can now take the same courses online that have previously been offered correspondence.

## Reports

- Senators- *All Senators recognized that Carrie Nyman did a great job on the Disability Awareness Day Event that she and her students presented in the cafeteria today.*
- Administration
- LCFA

Adjournment: Meeting adjourned by Cory McClellan and Barbara Baston at 4:27 p.m.

## Next Academic Senate Meetings

Tuesday, April 14, 2015 3:00pm in HU-204  
Tuesday, April 28, 2015 3:00pm in HU-204

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Tuesday, May 12, 2015 3:00pm in HU-204  
Additional meetings will be scheduled as necessary.

### Future Agenda Items

- Student records and Moodle – draft statement
- Special Admit Students – draft statement
- BP/AP Chapter 4 review
  - a. Further discussion: AP 4005 Enrollment Management
- Election Timelines (March 10) and related actions (March 24)
- 2014 Athletics IPR
- 2014 Agriculture IPR