

LASSEN COMMUNITY COLLEGE

ACADEMIC SENATE



MINUTES
Tuesday, December 13, 2016

2016-2017

President

Cheryl Aschenbach

Vice-President

Carrie Nyman

Secretaries

Barbara Baston

Richard Swanson

Senators

Lisa Gardiner

Cory McClellan

Call to Order: President Aschenbach called Senate to order at 3:02 p.m.
Present were Senators Nyman, Swanson, Gardiner, McClellan and Baston. Also present were Robert Schofield, Cindy Howe, and Christi Myers.

Approval of Agenda: *Agenda approved* (Swanson/Gardiner/MSCU)

Minutes

Approve minutes from December 6, 2016 meeting: *Minutes approved* (McClellan, Gardiner/MSCU)

Public Comment

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

Action

(Moved Action item #3 from #1 to accommodate Cindy Howe)

1. Approve AP 5140 Academic Accommodations and substitution form; Forward AP to Consultation Council pending attorney feedback (McClellan, Gardiner/MSCU)

Action only taken on AP 5140 at this time. BP 5140 has not been discussed. Requires revision in regards to AP 4236. Note: Cindy Howe has asked to make it clear that she is not in favor of supporting the AP as recommended by Senate.

2. Approve and forward to the Board the 2016-2017 Year-to-Date Curriculum Action Log (Gardiner, Baston/MSCU)
3. Assign EMT to Allied Health IPR (McClelland, Gardiner/MSCU)
4. Accept 2016 Automotive IPR and forward it to the Board (Baston, Nyman/MSCU)

It was noted that Chad Lewis did a great job with the automotive technology IPR; it should be used as a model for other CTE programs.

Discussion

1. BP and AP 3715 Intellectual Property Rights: *Robert Schofield, Ross Stevenson, Cheryl Aschenbach and Carrie Nyman met with District to discuss. BP has been agreed upon. There is continued conversation with District to resolve the question of what is "substantial use of District Resources". Barb will explore what language other campuses are using in their AP 3715.*
2. 2016 Business IPR – First Reading. *Business IPR has been received and is under review.*

Information

1. IPR Orientation scheduled for January 12, 2017 (Flex Day). *Overview of budget strategies will be discussed.*

Academic Senate
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2. Zero Cost Textbook Grant Application.
LCC applied for and received a Zero Textbook Cost (ZTC) planning grant. It is \$35,000 intended to help the college learn more about open educational resources and plan for a degree pathway, including general education, that has no textbook costs. Work will get started in the spring.

Reports

- Senators:
 - a. *Cheryl reported that the accreditation midterm report is partially done but needs additional input from others on campus. The current draft will be considered by Consultation Council and then made available for constituent groups to begin reviewing.*
 - b. *The LVN program has been tentatively approved by the state board (we are awaiting final confirmation paperwork), which means that classes can begin in Spring. There will be an information meeting on January 3 and the application period will open, then the program will start at the end of January.*
- Administration
- LCFA: *Carrie Nyman reported that LCFA reopeners were submitted to the District.*

Not Closed Session

Adjournment: 4:02 p.m. (Gardiner, McClellan/MSCU)

Next Academic Senate Meetings – Spring Semester

January 24, 2017 at 3:00pm in HU-206
February 14, 2017 at 3:00pm in HU-206
February 28, 2017 at 3:00pm in HU-206
March 14, 2017 at 3:00pm in HU-206
March 28, 2017 at 3:00pm in HU-206
April 25, 2017 at 3:00pm in HU-206
May 9, 2017 at 3:00pm in HU-206
May 23, 2017 at 3:00pm in HU-206
Additional meetings as needed

Future Agenda Items

- Approve 2016 Humanities IPR
- Approve 2014/2016 Agriculture IPR
- Approve 2016 Business IPR
- BP/AP Chapter 4 review
 - a. AP 4005 Enrollment Management
 - b. BP & AP 4100 Graduation Requirements for Degrees and Certificates
- 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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