

# LASSEN COMMUNITY COLLEGE

# ACADEMIC SENATE



MINUTES  
Tuesday, May 22, 2018  
3:00pm in HU-206

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2017-2018

President  
Cheryl Aschenbach

Call to Order: Senate President. Cheryl Aschenbach called the Senate to order at 3:03 p.m. Present were Senators Richard Swanson, Lisa Gardiner, Barbara Baston, Roxanna Haynes, Jeff Owens. Also present were Adam Runyan and Andy Rupley, incoming senators.

Vice-President  
Richard Swanson

Approval of Agenda. (Gardiner/Baston: MSCU)

Secretary  
Barbara Baston

Minutes: *Approval of minutes from March 27, April 24, and May 8, 2018*  
(Baston/Haynes: MSCU)

Senators  
Lisa Gardiner  
Roxanna Haynes  
Jeff Owens

## Action

1. Approve 2018 Mathematics/Natural Science Instructional Program Review: *Sue Mouck added the updated curriculum information to the IPR.* Senate then approved the document for submission. (Gardiner/Swanson: MSCU)
2. Approve Curriculum/academic Standards from May 8, 2018; forward to the Board: 1) *FS 96 – Low Angle Fire Technology.* Senate approved change. (Gardiner/Baston: MSCU) 2) *Community Service Course – Agr 25 Vegetable Science for Urban Farmers, supported by AEBG.* Senate approved. (Baston/Owens: MSCU)
3. Approve BP/AP 4022 Hours and Units per Curriculum/Academic Standards recommendations; forward BP to the Board and AP to Consultation Council. Senate approved. (Haynes/Owens: MSCU)
4. Approve 2017-2018 Curriculum Action Log; forward to the Board; *President Aschenbach explained the process for actions to move on to the Curriculum Committee. Keeping record of all Curriculum actions allows for a clean record of what has been sent to the Board.* Senate approved (Haynes/Owens: MSCU)
5. Recommend Sue Mouck and Nancy Beterbide for Faculty Emeritus; forward recommendation to the Board; 1) *Sue Mouck* Senate approved by acclamation (Gardiner/Swanson: MSCU) 2) *Nancy Beterbide* Senate approved by acclamation (Gardiner/Haynes: MSCU)
6. Approve revisions to AP 4002 Textbooks and OER: forward to Consultation Council. Senate approved (Haynes/Owens: MSCU)

Senate entered into closed session at 3:45 p.m.

1. Review letters of interest; appoint MQ Liaison and Faculty Flex Coordinator: *Lisa Gardiner exited the room.* Senate approved one position for MQ Liaison. (Swanson/Owens: MSCU) Faculty Flex Coordinator remains unfilled as there were no letters of interest submitted.

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2. Accept faculty evaluation recommendations and forward to the President and Board. Senate approved recommendations to move to the President and the Board. (Haynes/Owens: MSCU)
3. Approve Minimum Qualification and Equivalencies (as needed) and forward to the Board. Senate approved two equivalencies for Counseling. (Swanson/Haynes: MSCU) *President Aschenbach requested Senator Haynes to exit the room. Senate denied one equivalency for Administration of Justice (Baston/Swanson: MSCU)*

Senate exited closed session at 4:08 p.m.

Action continued:

7. Ratify election results. Senate approved (Swanson/Gardiner: MSCU)
8. Seat new senators (Baston/Haynes: MSCU). Aschenbach thanked outgoing senators Barb Baston, Lisa Gardiner, and Richard Swanson for their service.
9. Elect officers: President, Cheryl Aschenbach. Senate approved (Baston/Haynes: MSCU) Vice-President and Secretary to be elected at first meeting of the fall semester when Senate reconvenes. Senate approved. (Haynes/Runyan: MSCU)
10. Appoint liaisons: Adam Runyan – Guided Pathways, Andy Rupley – CTE, Roxanna Haynes – Legislative, Carrie Nyman – Noncredit. Senate approved. (Runyan/Rupley: MSCU)
11. Appoint representatives to the Joint Academic Senate – Consultation Council 2016-2017 Budget Development Handbook Update Committee: *Discussion to appoint Aschenbach, Haynes and Rupley.* Senate approved. (Runyan/Rupley: MSCU)
12. Schedule summer meeting(s). *Cheryl to send out Doodle request for meeting dates for Senate to make faculty committee appointments.* No action taken.
13. Authorize senate president to act on behalf of the senate during the summer. Senate approved (Rupley/Haynes: MSCU)

### Discussion

AP 5520 Student Discipline Process. Those interested in joining in this discussion will be invited to meet during the summer.

### Information

### Reports

- Senators (3 min each)
- Administration (5 min)
- LCFA (5 min)

Adjournment: Senate adjourned at 4:34 p.m. (Rupley/Haynes: MSCU)

### Next Academic Senate Meetings

Additional meetings as needed

### Future Agenda Items

1. Academic Issues in Incarcerated Instruction
2. HR Recruitment Guide – Second reading & action
3. AP 5075 Course Adds and Drops

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4. 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
5. Approve 2016 Humanities IPR
6. Approve 2014/2016 Agriculture IPR
7. AP 4005 Enrollment Management
8. GE and Institutional SLOs as part of equivalency process

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