



ACADEMIC SENATE MINUTES

March 24, 2021 | 2:30 – 4:30 pm | via Zoom

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

Academic Senate

Quorum: 11

Non-Voting Members:

President: Sarah Thompson
Past President: Melissa Korber
Student Government: Saba Salehifar,
Frank Polanco
Admin.: Rifka Several

Voting Members:

Vice President: Craig Kutil
Secretary: Collin Thormoto
Treasurer: Ashley Young
BSSL: Robin Roy, Tracey Coleman
A & H: John Kelly, Catherine Suarez,
Natalie Kellner, Catherine Eagan
STEM: Alain Olavarrieta, Carlos Moreno,
Jeffrey Weichert, Segal Boaz
PATH: Sebastian Wong, Scott Miner
Student Services: Christina Lee, Jill
Oliveira
Faculty Association: Heike Gecox
Part Time Representatives: Jeff Judd, Erin
DeBakcsy

1.0 GENERAL BUSINESS (C. Kutil)

1.1 Call to Order/Establish Quorum: Meeting started at 2:37 pm. As Sarah had a prior commitment, Vice President Craig Kutil chaired the meeting

1.2 Approval of Agenda: Motion to approve agenda: moved/seconded/approved. Motion to table items 5.4, 6.2, 6.3 and 6.4: moved/seconded/approved.

1.3 Approval of Minutes, March 10, 2021: Amendment to item 6.1: *CWs: Students will not receive a refund or credit for the next semester. Please be advised of the updated grading, refund, and extraordinary withdrawal policies for 2021. All related forms are available on CLASS-Web, the online student portal. Motion to approve with addition to item 6.1: moved/seconded/approved*
The "Extraordinary Withdrawal due to COVID-19" form will go live on the CLASS-Web site on Monday, March 15. Students who have been impacted by the pandemic can initiate this request through CLASS-Web. For all Admissions & Records forms please visit your college website.

Motion to approve amended minutes: moved/seconded/approved

1.3 Public Comments (5 minutes) This time is reserved for members of the public to address the Academic Senate. Please limit comments to five minutes. In accordance with the Brown Act, the Academic Senate cannot at on these items. NONE

2.0 ACTION ITEMS (C. Kutil) None

3.0 **CONSENT ITEMS (C. Kutil)** Motion to approve items 3.1, 3.2 and 3.3: moved/seconded/approved

3.1 Assessment Specialist Hiring Committee – Leslie Payne, Michelle Randle, Joel Gagnon

3.2 Director of DSPS Hiring Committee – Jose Calderon, Heike Gecox, Amanda Castelli

3.3 Director of Business Services Committee – Rajeev Chopra

4.0 REPORTS

4.1 CTE - (Melissa Korber): The CTE Outreach Specialists have presented to high school seniors, parents and counselors. Program Mapper will be live May 1; Career Coach is live now. CTE conference funding is available.

4.2 UndocuAlly (Alain Olavarrieta): Working on improving and providing resources for students. State funding is available to allocate to scholarships.

4.3 SLO Committee – (Ann Hight) None

4.4 Education Master Plan Updates – (Rajinder Samra): None

4.5 DE Committee – (Robert August):

1. The Academic Senate voted on the updated Regular Effective Contact Guidelines at its March 10 meeting.
2. VP Kristina Whalen will bring the following questions about merging classes and FERPA to the district legal counsel: Can instructors add a disclaimer that allows students to opt-into discussions with students from another section? In addition, is it a FERPA violation for students to interact with students in a different level class within a Canvas course?
3. Scott was informed Feb. 11 that both LPC and Chabot have completed requirements to become Home colleges in the CVC Exchange. The technical integration between our district systems and the CVC Exchange still has to take place before either college can become a teaching college. In addition, work on the CVC's Course Finder needs to be done. This shows live seat counts to prospective students. A request was made to put the topic on the district Technology Coordinating Committee agenda for March 12.
4. Draft guidelines were developed to determine if or when an increase in the course and/or student quotas in Canvas are necessary.
5. As tasked by the DE Committee, Scott brought up the issue of a web accessibility plan to the District TCC. It is supposed to be placed on the March 12 TCC agenda.
6. On March 13, longtime committee member Vicky Austin will be honored by the Faculty Association of California Community Colleges as the statewide faculty of the year award winner. The award will be made at the FACCC's Advocacy and Policy Conference. The committee congratulates Vicky!
7. Faculty can get to the LPC Incident Referral Forms page from the Help icon in the Canvas global navigation menu. Click the LPC Faculty Support link, then click Las Positas College, and a link to the Incident Referral Forms should be on that page. You can also do a keyword search for "refer".
8. CCC TechConnect, which runs ConferZoom for the state, has requested that users remove meeting recordings in their accounts in conferzoom.org. The CCCs are maximum capacity in cloud storage space. You can download the recordings if you wish. View instructions for deleting recordings.
9. The district Technology Coordinating Committee is still in the discussion phase of a possible upgrade of ConferZoom. The upgrade is being requested by CCC TechConnect, but it is not required. Migration time would be an issue. Users would have to schedule all their meetings again after the migration. All video recordings previously saved would need a new URL. Everyone in the district would need to be trained. This would be a huge undertaking. The timing of the upgrade is also dependent on the availability of CCC TechConnect to do the technical part of the upgrade in the cloud. Since the TCC does not meet again until March 12, it will wait until then to make a recommendation of next steps. In the meantime, CTO Bruce Griffin will do more research, and the issue will go to the college's Technology Committees to discuss.
10. The first round of the Spring 2021 student surveys for the online instructor evaluation process will be launched March 1. The second round will be launched April 19.

4.6 Faculty Hiring Prioritization – (Heike Gecox): None

4.7 Student Senate – (Saba Salehifar, Frank Polanco): Frank reports that elections are still open for LPCSG officers and senators; faculty please let students know. There is priority registration and scholarships for the positions. The monthly Market is held on the third Tuesday, we still need volunteers and more outreach to recipients. LPC Health Services needs promotion for their counseling and other free services for students.

4.8 Accreditation Steering Committee – (Kristina Whalen): None

4.9 Technology Committee - (Collin Thormoto): Collin reports that the Veterans First program presented on new technology. Some rooms are being updated. Permitting has been done for the Verizon tower on top of building 4000. Go Print is on hold until summer. DocuSign is available for some forms; Adobe will be used for the rest. There is an updated home page on the LPC website. Regarding faculty profile pages: there is a backlog on training as there is only one trainer.

4.10 District Technology Committee – (Bill Komanetsky)

Email improvements

- Testing and migration has begun to the cloud
- Bill and Steve G. tested migration of One-Drive data to the MS cloud and developed a set of simple instructions for the staff - coming soon

Removal of Zoom recordings

- Date extended to late June
- Additional zoom recording space can be purchased by the district if needed - under consideration

Accreditation Items

- Second draft coming soon
 - Strategic plan
 - Program review
 - Technology board policy

Inner Operability between College and District Tech Committees

- Current under review to assure we are complying with the approved plans

ConferZoom Upgrade

- Still under investigation
- Education a large issue
- DE report will have more details

4.11 Treasurer - (Ashley Young): No updates.

4.12 President- (Sarah Thompson)

Craig shared that updated A & R forms are available on the LPC website, and he has a new articulation email address.

5.0 OLD BUSINESS (C. Kutil)

5.1 Return to Campus Plan: Feedback from Divisions:

STEM: Discussions have been held and plans are in place

BSSL: The division had questions:

- Will everyone be vaccinated?
- What about ventilation improvements
- Who will enforce distancing and mask wearing? It will be difficult for faculty to be the “enforcers”
- Half capacity for classes is a concern for scheduling
- Faculty and staff parents are uncertain about their own child care and school schedules (LPC might be open but their child’s school not open)
- Concern about variants
- Can we find options to work remotely if faculty feel uncomfortable?

Student Services – similar to BSSL:

- Will they have Plexiglas between staff and students?
- Will staff have to do the disinfecting?
- They want to have in person services but need support in PPE.
- Policy about vaccinating
- Concerns about child care

Language teachers: Do not want to return until masks do not need to be used; the masks impede the learning process. Discussed clear masks but they fog up.

A & H: Safety concerns with smaller classes; questions about mask requirements, class size, ventilation, overall campus capacity and monitoring. How will students pick a hybrid schedule?

Scott for PATH: He has been teaching face to face since June. Students are self-policing; they are wearing masks or being reminded by peers and respectful of each other's space with distancing. Faculty needs to get closer for these types of courses. All students sign in with health questionnaire; sanitizer and masks are available at the door. He feels safe on campus.

Heike reported that FA has weekly negotiations with the district on the faculty concerns about reopening. Chancellor Gerhard will not promote anything that is unsafe for students or faculty.

5.2 Faculty Vote on Constitutional Change (Collin Thormoto): This is available now on ClassWeb and will start March 25 through April 1. There is a link to the document: Red is language being changed; blue is the changed language in the document. Click on the link to vote. This goes out to all faculty; adjunct counts as 1/5 of a vote. Collin will send an email out to all faculty tomorrow with this announcement.

5.3 Classified Appreciation Event (Ashley Young): So far there 30 gifts are filled. April 28 is the date. The prep will be held in the faculty dining area. Ashley will send Rifka updates.

5.4 Enrollments and Work Load Reductions: Feedback from Divisions: *Tabled*

5.5 LGBTQ Resolution (Craig Kutil and Ashley Young): Craig and Ashley reviewed the Chabot resolution and split it into sections. This should be a BP and AP, along with other anti-discrimination policies.

5.6 Credit for Prior Learning Update (Craig Kutil): This will be an action item next meeting. The deans and VPs are discussing compliance issues, and reassigned time issues. Added recommendation: exams not be instructor exams, rather department exams. They would be larger than a final because they need to cover all major course objectives. An assessment specialist is being hired. Who will be the point person or entity for student questions? CSUs are updating Credit for Prior Learning/Credit by Exam transcripts language to not require faculty approval but to be accepted with course matching. Craig will provide an update when this is finalized. Craig will meet with the FA negotiating committee to present about this requiring additional pay, as it is not part of usual responsibilities.

6.0 NEW BUSINESS (S. Thompson)

6.1 Program Review Shared Governance Worksheet (Nadiyah Taylor): See attached document. *Tabled for next meeting.*

6.2 Course Substitution Arbitration – Administrative Assistant (Craig Kutil): *Tabled*

6.3 Reassigned Time Groupings – Subcommittee: *Tabled*

6.4 New Budget Allocation Model: *Tabled*

6.5 Academic Senate Resolution in Support for LPC AAPI Community (Collin Thormoto): see attachment. *This will be action item for next meeting.*

7.0 GOOD OF THE ORDER

7.1 Announcements:

- AAPI watch party at LPC – March 31, 4 – 5 pm. Link: <https://cccconfer.zoom.us/j/95214083112>
- We need people to run for Academic Senate office.
- Next meeting we will discuss Academic Senate Awards, and this is our year to present the Buffington Award.

7.2 Meetings: 2nd and 4th Wednesdays, 2:30 – 4:40 pm, via zoom; next meeting APRIL 14

7.3 Adjournment: Motion to adjourn: moved/seconded/approved. Meeting adjourned at 4:10 pm.

Public Notice – Nondiscrimination: Las Positas College does not discriminate on the basis of ethnicity, religion, age, gender, sexual orientation color or disability in any of its programs or activities. Las Positas College is committed to providing reasonable accommodations for persons with disabilities. Upon request, this publication will be made available in alternate formats.