

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Accreditation: Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Curriculum: Provide necessary institutional support for curriculum development and maintenance.
- ❖ Tutoring Services: Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.
- ❖ Professional Development: Coordinate available resources to address current and future professional development needs of faculty, classified professionals, and administrators in support of educational master plan goals.

Academic Senate

Members Present:

Senate President: Melissa Korber

Senate VP: Tina Inzerilla

Senate Secretary:

Senate Treasurer: Kimberly Tomlinson

Senate Admin Assist:

A&H: Meghan Swanson, Catherine Suarez

CATSS: Robin Roy (Fall), John Rosen

MSEPS: Ashley Young, Greg Daubenmire

BHAWK: Steve Navarro (Fall)

Student Services: Joel Gagnon and Angella VenJohn

Part-time Faculty: Vicki Pabley

Faculty Association: Heike Gecox

Student Government:

Members Absent: Cindy Rosefield,

Guests: Craig Kutil, Nessa Julian, LaVaughn Hart, Heidi Ulrech

DRAFT Minutes

Presenter

1. GENERAL BUSINESS

Melissa Korber Items 1-4

1.1 Call to Order/Quorum at 2:40 p.m.

1.2 Approval of Agenda with amended order Inzerilla/2nd Tomlinson

1.3 Review and Approval of Minutes – None

1.4 Public Comments (This time is reserved for members of the public to address the Academic Senate. Please limit comments to three minutes. In accordance with the Brown Act, the Academic Senate cannot act on these items.) – None

2. ACTION ITEMS – None

3. CONSENT ITEMS Motion to Approve: Inzerilla/2nd Daubenmire

Approved

3.1 Ratification of Hiring Committee for Lab Technician for the Biology and Chemistry (position one of two): Richard Grow

3.2 Ratification of Hiring Committee for Lab Technician for the Biology and Chemistry (position two of two): Barbara Zingg and Richard Grow

3.3 Approval of Search Committee for Director of Child Development Center: Nadiyah Taylor, Julia McGurk, John Rosen, and Karen Natrass

3.4 Ratification of Hiring Committee for Confidential Senior Administrative Assistant, President's Office: Teri Henson

3.5 Ratification of Hiring Committee for Campus Safety Officer (amends prior appointment): Jill Oliveira

3.6 Student Grievance Hearing Committee: Richard Dry and Pete Cocks

4. REPORTS

4.1 CEMC – LaVaughn Hart

LaVaughn Hart reported that LPC student enrollment is up slightly, 2%. Chabot is also up slightly. They are pushing to add additional classes in spring, but so far District is willing to add new late start classes for the Fall. Chabot has paired classes, which is something LPC Enrollment management is considering, if appropriate for our college.

Two new faculty will be on the CEMC committee: Ruth Hanna and Rajeev Chopra.

Growth goal: 3%. For 2016/17 LPC growth was 4.09%/4.24 with Non-credit included. LPC is better positioned for more growth than Chabot as our geographic area is growing rapidly.

4.3 Curriculum - Craig Kutil

Next Wednesday the Non-credit Task Force is meeting. Currently only non-credit courses and all programs need approval from State Chancellor's Office.

CLPCCD Board would like separate mission for non-credit. LPC wants the mission statement to be similar for credit and non-credit. Need to decide on parameters for non-credit. Once parameters determined, it is possible to move forward locally.

The State Chancellor's Office is working with new Top Codes, and some of ours are incorrect. Most CTE Programs will have to be updated with correct top codes.

New programs will only be approved from the State CO to be implemented in the Fall. The catalog is currently being updated to include all programs. We are signing an agreement acknowledging we are following the PCAH, Title 5, and Ed Code, which means we can not offer a program or course unless it is in the catalog. Programs will only be effective in the Fall. There is a 1 to 1 ½ year lead time to get into the catalog, so plan ahead.

The Curriculum Committee is requesting changes this year to membership constituency. Would like to increase faculty representation in order to meet quorum requirements more easily.

Plan to update curriculum handbook this year. Programs can no longer have a substantial change to courses or course deactivations unless the program itself is updated. Working on updating all courses that are in CurricUNET. Pulling courses that have not been updated for 5 years.

Deans have lists of programs that need attention — will not be offered until updates have been completed. This is a relatively easy process in CurricUNET. Craig is willing to meet whenever needed to help you get your program updated.

5.2 3SP Student Success Support Program/Student Equity Committee - Nessa Julian

State Chancellors Office requiring a new Integrated BSI, 3SP and Equity Plan and Budget to be submitted annually by December 15.

Colleges now have 2 years to spend their allocations.

3 different budgets but integrated goals to address each area.

Student Success Committee will create a proposal process.

The new 3SP allocation is the same for the district, but we are getting significantly less than last year.

4.3 Accreditation Steering Committee - Tina Inzerilla

Midterm Report due in 2018.

The goal is to match new accreditation standards with past ACCJC recommendations and college planning goals.

Presenting suggestion for assigning new standards to committees to report on progress. Presenting at College Council.

4.6 Faculty Hiring Prioritization- Heike Gecox

Committee has concerns with Retirement replacements because of SERP.

Request to extend timeline to Nov. 17 for submission and approval of ranking to work with SERP approval deadlines. This would require a very tight timeline for the approval process.

* Departments need to make sure job descriptions are up to date so HR can move faster to get these posted as we will be later than other colleges.

Korber -Further discussion needed and will be added as consent item for next meeting.

4.7 FA LaVaughn Hart

LaVaughn Hart handed out the agenda from the Convocation Meeting. Noteworthy points were the Salary Increase effective July 1 and the FA Dues Restructuring, which should be effective beginning with the August 31 payroll

4.12 President's Report Melissa Korber

Korber reported on letters received regarding Candace Brown Memorial Scholarship and other communications received.

Requested Gift ideas for Dr. Russell and gift donations from faculty.

4.8 Professional Development- Melissa Korber

Details for Spring Flex Day being fleshed out. Send proposals if interested in presenting.

No Professional Development budget yet, pending the school budget.

State CO implemented restrictions on out of state travel to 8 identified states (list of states to be provided in the future). Can request an exemption.

We are asking the district to allocate Strong Workforces dollars based upon Data Mart data not district data. Bennie is pursuing a request for a more equitable allocation. The resolution from our Senate was helpful to aid her in this.

Assignments to committees are not finalized yet.

6.0 New Business

6.1 AS Orientation and Training – Korber asked members to review PowerPoint sent out with agenda. Not enough time for discussion or presentation. Korber to bring back to next meeting.

5.1 Reassign Time Task Force - Korber had conversations with FA regarding this issue. They are interested in taking this on as part of negotiations with an Academic Senate-appointed faculty member to serve in the negotiating group.

6.3 Academic Senate Opening- Academic senate in need of Secretary. Michael Schwarz resigned position as he moved into Interim Dean of Student Services.

Korber will send out request for needed members for this and other committees that still need representation.

Korber asked for feedback from instructors on possibility of “if you don’t pass lab, you can’t pass the class” policy option. Some UC’s give that option to instructors.

8.0 Adjournment Meeting was Adjourned at 4:30 p.m. Motion by Inzerilla/2nd by Ashley Young