

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

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Academic Senate

Members Present:

Senate President: Melissa Korber

Senate VP: Tina Inzerilla, Ph.D.

Senate Secretary: Joel Gagnon

Senate Treasurer: Kimberly Tomlinson

Senate Admin Assistant: Rifka Several

A&H: Cindy Rosefield, Catherine Suarez, Toby Bielawski

SPLC: Robin Roy, John Rosen

STEM: Ashley Young, Michael Peterson

BHAWK: Andrew Cumbo, Darcy Earnst

Student Services: Heike Gecox

Part-time Faculty: Vicki Pabley, Jeff Judd (Chelsea Kubischta, alternate)

Faculty Association: Heike Gecox

Student Government: Kirstie Burgess

1. **GENERAL BUSINESS:** Melissa Korber

1.1 Call to Order/Quorum established

1.2 Approval of Agenda: MOTION TO APPROVE: moved/seconded/approved

1.3 Review and Approval of Minutes (October 10, 2018):

Amend statement regarding online course review and training to include "first time" DE instructors. MOTION TO APPROVE WITH THIS AMENDMENT: moved/seconded/approved

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**

2.1 Approval of Faculty Hiring Prioritization Committee – 17 Positions Ranked (attachment): MOTION TO APPROVE: moved/seconded. No discussion. Approved

3. **CONSENT ITEMS:** MOTION TO APPROVE: moved/seconded/approved

3.1 Representative to Equal Employment Opportunity Advisory Committee: Michelle Gonzales

3.2 Representative to District Shared Governance Task Force: Melissa Korber

3.3 Representative to Funding Formula Committee: Melissa Korber and Sarah Thompson

3.4 Approval to fund \$200 to UndocuAlly Task Force for the purchase of "Know Your Rights" cards

3.5 Curriculum Committee Approvals October (attachment)

3.6 Hiring Committee Members for President's Office Administrative assistant: Raymond Park and Michelle Gonzalez

3.7 Representative to District Educational Support Services Committee: Catherine Suarez

4.0 **REPORTS**

4.1 CEMC - none

4.2 District Integrated Planning & Budget – Rajeev Chopra:

Budget issues going forward: issues between the two colleges have become more pronounced in the past years. Funding will be made on a three year average as 20-21 will be quite different; the goal is three years of stabilized funding. There is discussion about how to spend “prudently,” and the colleges may not agree on this issue. Actual budgets will be set in December.

4.3 CTE Liaison – no liaison

4.4 Curriculum Committee – Craig Kutil: described updates which will be presented at the last curriculum committee meeting. Non-credit classes are being approved as certificate programs. There were some issues at the latest ESS meeting with Chabot.

4.5 Accreditation Steering Committee – Tina Inzerilla (attending a conference)

4.6 Faculty Hiring Prioritization Committee – Heike Gecox: met with Roanna to present rankings.

4.7 Faculty Association – Heike Gecox: next meeting Thursday at 3 pm. Tom will send a reminder email.

4.8 Student Learning Outcomes – Ann Hight (absent)

4.9 Student Success Committee – Nessa Julian: Chancellor’s office hosted a training program: the new education code spells out the requirements and SEE program; we have to maintain an equity plan, provide SSSP services, adopt programs in alignment with AB705 policies, and all students need to be provided with an education plan. Funding – no match requirement; state-wide the system will report to Dept. of Finance. No more integrated plan. Funding formula is not based on previous allocations. Assessment for placement is still required (using multiple measures). Student equity is at the core of the program, with a focus on closing achievement gaps while maintaining core services. There will be a new reporting template. Need to report out on MIS. LGBTQ and homeless or foster youth are not included in the Equity plan. The report is district, not college.

4.10 Student Senate – Kirstie Burgess: campfire being hosted; attending a community college conference; invited senate representatives to their meeting so members meet each other; increasing campus spirit; hunger and homeless information week coming up; accepting donations and hosting a resource fair; student panel regarding homelessness. Flyers will come out on these events.

4.11 Treasurer – Kimberly Tomlinson: the fundraising drive is coming along.

4.12 President – Melissa Korber: discussion regarding processes, and should these be part of the constitution? Melissa will bring this up at the Constitution and Bylaws Committee meeting:

4.12.1 Committee assignments where more than one person is interested; there is a process for this: we have them write a statement and the president and the executive board make the decision. Or the Senate can request a recommendation from the committee.

4.12.2 Reassigned time is 3 CAH for committee chairs (this is part of the ongoing negotiations): some committee chairs are not covered under the contract. Do we need to develop a process on this reassigned time especially where there are no volunteers? Would this become part of the individual committee charges?

5. OLD BUSINESS

5.1 District Integrated Planning and Budget – SLPC: Statement of concern regarding 3 year rollback.

The concern is the usage of the rollback funds; the LPC share should be set aside in a separate account that cannot be utilized by the District.

Joel Gagnon's notes: the Senate should not take a stance on the rollback. The rollback funds should be put into a reserve. Request that SLPC rework the statement; where should it be presented? (Board and PBC? Put it on the record that this statement was read) – discuss at Divisions.

The PBC's recommendations are endorsed by the Board; the Chancellor agrees with the spirit of the statement.

Discussion item for November 14th meeting.

5.2 Professional Development Committee Recommendation – Howard Blumenfeld: the PDC results of discussion of proposed changes to professional development for part-time faculty:

We, the PDC, recommend that all part-time faculty must meet the minimum requirements of 3 accumulated (not necessarily consecutive) years of service with LPC or an academic load greater than or equal to 40% in order to be eligible to receive the full amount of PDC funding.

A part-time faculty member with a 40% load can apply for funding at any time during that semester (even if it is their first semester teaching here) under that model or wait until they have three accumulated years vested with LPC and then apply for funding (even if their load is under 40%).

This breaks away from the current model considerably, but preserves (and actually extends) the element of longevity and commitment to LPC.

Request for Academic Senate endorsement to this change in policy. When should the change occur? Spring semester, so language on the website can be changed and an announcement made. This will be on the next meeting agenda for endorsement.

Howard has contacted Chabot PDC chairs but does not have information about their budget or policies. He continues to advocate for more transparency in administrators' professional development budget.

5.3 Possible endorsement of CLPCCD Vision for Success Goals: discussion:

What if we meet them but Chabot doesn't, or vice versa?

What "teeth" are there for not meeting these goals; are there funding ramifications?

We can approve the "spirit" of the goals but not the goals themselves.

We don't have to approve, but do we have any feedback or changes?

No endorsement; just provide feedback.

*Should include transfer to "4-year college" not only UCs or CSUs

5.4 Academic Senate Bylaws and Constitution Task Force – Joel Gagnon: meeting November 2; focusing on bylaws. Highlight what should be discussed in Senate before moving forward.

5.5 Board policy 4240 with input from Joel Gagnon: tabled

5.6 Response to AP 5530, Student Rights and Grievances: tabled

5.7 Resolutions for State Senate Plenary Session – Melissa Korber:

A vote of no confidence for state chancellor Oakley may be reintroduced because of not involving faculty in decision-making processes, especially the new funding model. 10% of state colleges (10 – 12 institutions) have already made a vote of no confidence. Several divisions support this.

6. NEW BUSINESS**6.1 DE Recommendations to the Senate – Scott Vigallon and Christina Lee**

1. Academic Senate's approval of the DE Handbook (online). Endorse at the next meeting; Scott will send a link for Senate distribution. Melissa will ask for faculty feedback by November 13th.
2. Academic Senate's approval of the following statements regarding Canvas usage:
 - a. Beginning Spring 2019, the Las Positas College Academic Senate recommends that all online and hybrid courses use Canvas, which can also be used as a gateway to other technologies.
 - b. Beginning Spring 2019, the Las Positas College Academic Senate recommends that all face-to-face courses that use a course management system as an online supplement to instruction use Canvas, which can also be used as a gateway to other technologies.
 - c. Due to limited resources, the Instructional Technology staff will prioritize addressing and resolving those instructional issues related to Canvas.
 - d. Whether instructors use a course management system or not, they will be responsible for ensuring that their courses are in compliance with all legal and accreditation requirements.

Melissa will send a DE email to all faculty regarding the above issues, which will go into the DE handbook.

5.2 Committees that report to Academic Senate – Melissa Korber (attachment): discussion at next meeting, regarding what we do regarding accreditation.

7. GOOD OF THE ORDER

7.1 Announcements/Comments - none

8. **ADJOURNMENT:** MOTION TO ADJOURN: moved/seconded/approved

9. NEXT MEETING – November 14, 2018