



ACADEMIC SENATE MINUTES

December 11, 2019 | 2:30 – 4:30 pm | Room 1687

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

- ❖ 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.

Academic Senate

Quorum: 8

Non-Voting Members:

President: Sarah Thompson
Past President: Melissa Korber
Parliamentarian: Craig Kutil
Student Government: Ariana Colmenares
Admin.: Rifka Several

Voting Members:

Vice President: Elena Cole
Secretary: Bill Komanetsky
Treasurer: Ashley Young
SLPC: Robin Roy, John Rosen
A & H: Catherine Suarez, Natalie Keller, Katie Eagan
STEM: Darcy Ernst, Michael Peterson, Segal Boaz, Alain Olavarrieta
BHAWK: Marsha Vernoga
Counseling: Heike Gecox
Part Time Representatives: Jeff Judd, Kate Bennett Faix

1.0 GENERAL BUSINESS (S. Thompson)

- 1.1 Call to Order/Establish Quorum: the meeting was called to order and quorum established at 2:34 pm.
- 1.2 Approval of Agenda: Motion to move 2.2 through 2.9 to Old Business: moved/seconded/approved; Motion to approve agenda as amended: moved/seconded/approved
- 1.3 Approval of Minutes (11.13.19): Motion to approve: moved/seconded/approved
- 1.4 Public Comments (5 minutes) *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 at on these items. - NONE*

2.0 ACTION ITEMS (S. Thompson)

- 2.1 Guided Pathways District Wide Technology Resolution (attachment): Motion to approve: moved/seconded/approved

3.0 CONSENT ITEMS (S. Thompson)

- 3.1 Curriculum Committee Approvals 12.2.19 (attachment): Craig reviewed the committee approvals and other actions to date (attachment). Motion to approve 12.2.19 approvals: motion/seconded/approved

4.0 REPORTS

- 4.1 SLO Committee – (Anne Hight) No report.
- 4.2 Professional Development Committee - (David Powers – email report) Carolyn Scott was selected by the Classified Senate to be the Classified Tri-Chair. Her promotion and the departure of Lydia Penaflor means classified professionals only have two voting members. David Rodriguez is currently looking to fill those positions.

David Rodriguez attended our last meeting to present data from the Fall FLEX Day. Overall results were similar to previous FLEX Days. We discussed feedback and ways to improve for Spring.

Funding for conferences was approved for Carlos Moreno and Nolan Higdon.

We have received 6 FLEX Days proposals for Spring so far.

We discussed the need to try to enforce the 30-day deadline for submitting paperwork for reimbursement after a conference. Often people will submit paperwork after the fiscal year which then causes problems for the PDC budget. We will wait until a new VP is hired to try to work with them on this.

Approximately \$4700 remains in the PDC Budget.

New faculty met with Teri Ann Bengiveno, Paul Torres, and Alain Olavarrieta to discuss UndocuAlly. Ashley McHale discussed the SEA committee and student equity. The next meeting new faculty will discuss web accessibility and Canvas techniques with Scott Vigallon and Wanda Butterly.

4.2 DE Committee – (Christina Lee) The district Technology Coordinating Committee (TCC) will discuss the creation of a board policy, along with administrative procedures, on Accessibility at its meeting this Friday.

The TCC will also discuss vetting, paying for and creating a budget for third-party tools to be used within Canvas.

The OEI announced Friday that it will no longer fund Proctorio, NameCoach, or SmarterMeasure after June 30, 2020. (Scott sent out an email about this to faculty earlier this week).

LPC is now OEI local POCR certified to conduct local peer online course review before submitting courses to the CVC-OEI for final approval.

LPC now has 12 OEI aligned courses and 14 faculty/staff who completed @ONE POCR training as of 12/10/2019.

Vicky Shipman was able to make up the difference in funding so that all 24 faculty who expressed interest can attend [Online Teaching Conference \(June 17-19, 2020\)](#).

4.3 Guided Pathways – (LaVaughn Hart) No meeting; their SCFF project was funded.

4.4 Faculty Hiring Prioritization – (Heike Gecox) We have gotten approval to hire the second counselor; announcements have gone out. All replacements are proposed for approvals (except automotive). The list will be voted on at the January meeting.

4.5 Accreditation Steering Committee – (Kristina Whalen) (attachment) The latest planning priority report (11/14/19) from the committee was sent to IPEC. The Academic Senate is a stakeholder in some of the solutions/steps; these need to be identified. All these items need to be completed by the end of the academic year. Training will be held April 30, in the afternoon.

4.6 Technology Committee - (Kali Rippel) No report.

4.7 Student Government- (Ariana Colmenares) No report.

4.8 UndocuAlly Report (Alain Olavarrieta) They are working on providing information on who to refer students to. A pamphlet was developed and will be distributed in division meetings. A financial aid pamphlet has also been developed. ACLU “Know your Rights” cards in different languages are available for distribution. Staff are being added to the UndocuAlly roster. The first LatinX /Hispanic Heritage month was successful. Alain attended a “Keeping the Dream Alive” conference promoting internships for undocumented and DACA students.

4.9 Treasurer - (Ashley Young) The fundraiser netted \$1800 plus \$500 from LPC Foundation, \$100 for and \$1000 from an anonymous donation. \$100 remains for the Philip Manwell scholarship from last year. She proposes five scholarships which would leave some funds on the Classified Professional appreciation event.

4.10 President- (Sarah Thompson) Rajinder is attending the San Diego SCFF advocacy meeting today. Because of a Brown Act violation at the last meeting, all action items were voided (one person who participated by phone did not post their location.) So all items we were speaking to at that meeting were not allowed. This included the extension of hold harmless, and now the committee is changing course on this. Another meeting is called for December 23 (a virtual meeting) because all approvals have to be in place during the calendar year (legislative year). This is an important meeting to attend as the final vote will be taken.

5.0 OLD BUSINESS (S. Thompson)

5.1 Draft Request for Course Substitution – (Craig Kutil):

- 5.1.1 Course substitution or waiver of local program requirement: no examples were found of signatures beyond faculty and deans. Review of proposed review protocol (Academic Senate and then Evaluator).
- 5.1.2 Course substitution or waiver of program requirement: question about credit by exam policy. These draft policies are for substitutions not exams.
- 5.1.3 Course substitutions or waiver for AD-T: this is not under local control.

Discussion: Michael Peterson and Joel Gagnon want to represent how this actually works in practice with students, with their educational plan and transfer plans. Joel has some case study examples regarding student athletes. They want to advocate for a collaborative process in the AD-T form (faculty, classified professionals and administrators) so all who will be working with the form have input. They want to look at who will be involved at the student and approval levels.

This issue will be reviewed by the executive committee and come back to the Senate as an action item for the January meeting.

5.2 Academic Integrity Subcommittee Presentation – Katie Eagan (attachment): Tabled until next meeting; the survey results will be presented by Bill Komanetsky. We looked at what has already been done, what is achievable next semester, and in the next academic year. We will work on developing simple statements on academic honesty for faculty to post on their syllabi, along with sample assignment templates with links for support on how to achieve original work.

5.3 Board Policies / Administrative Policies Motion to table 5.3: Moved/seconded/approved

5.4 Form for Subcommittee Progress (tabled for January meeting)

5.5 Long-term Senate Subcommittees (tabled for January Meeting)

5.6 Program approval Process (tabled for January meeting)

5.7 Faculty Diversification (tabled for January meeting)

6.0 NEW BUSINESS (S. Thompson)

6.1 SCFF proposals for approval (Sarah Thompson) There were 40 correctly submitted proposals from both campuses. There was first an internal campus committee who forwarded it to the SCFF committee who met and reviewed each proposal. The final proposals were forwarded to the SCFF funding committee for review. The proposals were then sent to PBC (Planning and Budget Committee) who reviewed the proposals purely from a financial lens. The data they use for evaluation is based on where we are on the metrics and setting a priority based on positive movement (cost and benefit). ESS will support and track the approved projects. The next approval cycle is in May 2020.

- Our first priority for this round of funding was supplemental allocation.
- The secondary priority is increasing FTES (retention/persistence). Residency determination
- All recommended proposals were funded, pending board approval at the January meeting:
 - Operations - Chabot
 - Guided Pathways funded for both campuses
 - Math – LPC
 - Increasing AB540 – Chabot
 - DegreeWorks upgrade funded for both campuses
 - Advanced DegreeWorks funded for both campuses
 - Banner revision funded for both campuses
 - Social sciences outreach and support – Chabot
 - Noncredit offerings – subsidized for three years - LPC
 - Rise (recently and currently incarcerated students) program – Chabot

6.2 Reassign Time Survey (Ashley Young and John Rosen)(tabled for January meeting)

- 6.3 AB 705 Presentation: providing more support to math, English and ESL efforts (Michael Peterson, Katie Eagan)(tabled for January meeting)

The following are tabled for the January meeting due to time constraints:

- 6.4 AP 2320: Special and Emergency Meetings (attachment)
6.5 AP 2340: Agendas (attachment)
6.6 AP 2345: Public Participation at Board Meetings (attachment)
6.7 AP 6750: Parking (attachment)
6.8 AP 2360: Minutes (attachment)
6.9 BP 2350: Speakers (attachment)
6.10 BP 2355: Decorum (attachment)
6.11 BP 2360: Minutes (attachment)

7.0 GOOD OF THE ORDER

- 7.1 Announcements: last “happy hour” today, December 11, Beeps in Livermore, 5 pm

- 7.2 Meetings: 2nd and 4th Wednesdays, 2:30 – 4:40 pm, room 1687; next meeting JANUARY 22**

- 7.3 Adjournment Motion to adjourn: moved/seconded/approved

- 7.4 Subcommittee work: Reassigned Time (December 5 deadline for surveys; recommendations by February) , Olympics (Kate will be the lead on this)

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.