LAS POSITAS COLLEGE ACADEMIC SENATE
REGULAR MEETING
Room 4130, Mertes Center for the Arts Building
March 13, 2013 – 2:30 p.m.

APPROVED MINUTES

PRESENT: Elena Cole, Heike Gecox, Michelle Gonzales, Melissa Korber, Cindy Keune, Craig Kutil, Kevin Lopez (Student Rep), Ashley McHale, Steve Navarro, Sarah Thompson

GUESTS: Mona Abdoun, Debbie Fields, LaVaughn Hart, Mark Tarte, and other members of the of the Campus Community

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1.0 GENERAL BUSINESS

1.1 Call to Order/Quorum: 2:39 p.m.

1.2 Approval of Agenda
MOTION to **APPROVE** Agenda
MSC: C.Keune / C.Kutil /**APPROVED**

1.3 Approval of Minutes for February 13, 2013
MOTION to **APPROVE** draft minutes from February 13, 2013
MSC: A.McHale / S.Navarro / **APPROVED**

MOTION to reorder **AGENDA** and move Actions Items 2.1 and 2.2 before 1.4
MSC: H.Gecox / A.McHale / **APPROVED**

1.4 Public Comments – Diana Rodriguez's public comment via a conference call was to address and clarify a comment that was made at a previous meeting. She thanked Sarah Thompson and other members of the senate for recognizing the tremendous workload that Marina Lira has on her plate in terms of articulation. She wanted to clarify that technically Marina's workload is 50% articulation and 50% Puente. The importance for clarifying this is because the Grant the college has with Puente specifically states that she must be 50% for the program. However, recognizing the course work and the new rules and regulations that have come forward in Students Services, she has been offered additional hours to complete the heavy workload, which technically figures out to 75% / 25% for articulation and curriculum. Marina is working hard and things are almost under control, but not completely. She is still putting all the effort that is needed for both Puente and articulation. Diana hopes that this clarifies some of the e-mails and comments that have been circulating.

2.0 ACTION ITEMS

2.1 The LPCAS approves the Planning Task Force's proposed Mission, Vision, and Values Statements

MOTION to **APPROVE** Mission, Vision and Values Statements
MSC: C.Kutil / C.Keune

DISCUSSION: There was a question as to whether the statements had been sent out for review prior to this meeting. The document was part of the materials packet at the last meeting, and the senators were responsible for distributing this information to the rest of the faculty. The consensus was that the statements had been reviewed, and this item was ready for presentation.
VOTE: 1 Abstention / **APPROVED**

2.2 That LPCAS approves the language for DE summer withdrawal for language from the summer. The language reads, "DE instructors may drop students if they have not submitted work and/or accessed the class for one week."

MOTION to **APPROVE s**ummer DE withdrawal language.
MSC: C.Kutil / S.Navarro / 1 Abstention / **APPROVED**

3.0 CONSENT ITEMS

3.1 Change in the LPCAS Calendar – Cancelation of March 27, 2013 meeting – Sarah Thompson explained that on the 2nd and 4th of each month the Senate holds its meetings, and that the only time for the entire campus to meet is at Town Meetings. This year's Spring Break falls during the first week in April, and the Planning Committee is on the cusp of being ready to present the reorganization proposal for planning and allocating. Sarah proposed that the Senate meeting for March 27th be canceled so that the President can hold a Town Meeting, and the Planning Committee can present their proposal to the campus community.

MOTION made to **APPROVE** the cancellation of the March 27th Senate meeting to accommodate a special called Town Meeting.
MSC: C.Kutil / M.Gonzales / **APPROVED**

4.0 REPORTS

4.1 Curriculum Committee – None
4.2 SLO Committee – None
4.3 BaSK Committee – None
4.4 DE Committee – None
4.5 Program Review Committee – None

4.6 CEMC/Senate Subcommittee – CEMC has allocated the FTEF for next year. No report from Senate Subcommittee.

4.7 Staff Development – None

4.8 Hiring Prioritization – Melissa Korber reported that committee will be meeting later during the month to discuss distribution of request forms.

4.9 Faculty Association – Debbie Fields reported that elections ballots are being counted and results will be sent out once the process has been completed.

4.10 Student Senate – Kevin Lopez reported that the ASLPC participated in the March in March held in Sacramento on March 4th. The number of students attending exceeded the number expected.

The ASLPC have been soliciting students and making a list of concerns they may have about the college, and what improvements could be made, if any.

4.11 Treasurer – Melissa Korber has sent out an email to solicit donations for the Senate's fund, and the response has been a positive one. She is still working on changing the authorized signers on the Senate's bank account.

4.12 President – In Sarah Thompson's stead, Melissa Korber attended the Chancellor's Council. The focus was placed on the Administrative Procedures and changes that were implemented that dealt with how the Board operates and how the Administration communicates with the Board. No major changes were made to what had already been shared with the Senate, and the majority of the meeting centered on reviewing a number of procedures. The update of Administrative Procedures is the first step in the process, and will be followed with updates to the Board Policies.

Sarah Thompson brought up the issue of adult education classes, which have been assigned over community colleges by the State, and are to begin in the Fall. There is resistance from district Chancellor's from around the State and questions surrounding the structure and funding. In the past when things were on a downturn faculty in the Regional Occupational Programs have been laid off. This is beginning to happen once again, affecting the career pathway programs that feed into the college system. Sarah added that a challenge of adult education coming into the realm of the college is that the transition of funds is immediate, and the districts across the State are being pressured into come up with a business plan. The transition of adult education to the college is not a choice but is something that will inevitably happen.

The schedule for the upcoming ASCCC Plenary contains a number of interesting topics. On the first day, a presentation of the current draft of enrollment management changes under Title 5held, there are also multiple

sessions on adult education, and the other topics scheduled for the subcommittee plenary are all issues.

The proposed resolutions from the Executive Branches include placing conditions on enrollment for online education, Kinesiology, and advocating making available the CCC ESL Assessment Placement test, which may have some connection with adult education coming to community colleges.

An application to participate on the Open Educational Resources (OERs) committee was sent out to all Senators. With approval of SB1053 (provides support to students by expanding the use of an open digital library) ASCCC is seeking CCC faculty interested in serving on the council to implement this process. Information regarding the application process, commitment required, qualifying requirements, compensation and other related information is located in the message sent to faculty, and the deadline date for applying is March 18, 2013.

Reorder AGENDA Report Item 4.14, then to Discussion-New Business 6.6, and back to Report Item 4.13.

4.13 DBSG – Sarah Thompson reported that the Executive Administrators has met once since the last meeting to review the different allocation models. Dr. Judy Walters, The Interim Chancellor, has requested a vote for this Friday and Sarah informed everyone at that meeting that the proposals in their near finish form have not gone through the Senates, and that review and evaluation by the Senates for voting this Friday is not possible. The Interim Chancellor has taken the position that the allocation model is not in itself a process, it is the outcome of a process and the process is DBSG. She feels that there no concerns with not having the Senates' approval, and considers it an outcome of a process, which does not fall into the 10+1 process. The Board is closely following the Interim Chancellor on this subject, and has requested a recommendation by next week's meeting. Sarah wanted to make it clear that the Senate will be voting as individuals and not as a whole, and that this action has not been vetted or approved of the Senate.

If the DBSG votes on a model selected as a constituency and the Interim Chancellor suggests a different model, she can still present her choice to the Board through the DBSGs representative, although the Board has the final word on which model is selected.

A comparison of Models 1 and 3 were drawn by Bob D'Elena that clearly showed the allocations for LPC, Chabot, and the District in several ways, which showed the three different scenarios: one showing monies for next year; another showing monies for next year plus 10%; a third showing monies for next year minus 10%. It was explained that the CCR (Contractual,

Committed and Regulatory) are costs that have to be taken out before allocations can be made, and SPU (Special Program Units) are extra costs.

Foundation monies were included, which is money from the State based on the size of a college. Model 1 would take the Foundation monies and give it to the colleges and none to the District. Under Model 3 the Foundation monies would predominately stay with the District since this location has the majority of administrative services that support the colleges. Equal amounts from the Foundation monies would be given to both colleges to assist with supporting the President and related administrative services, and any remaining administrative costs would need to be subsidized.

Regardless of whether Model 1 or 3 is chosen, LPC will be in a better situation than its current status.

4.14 Guest Presenter: Mark Tarte – Mark Tarte presented information about the campus' Emergency Task Force (ETF), and its focus being to train the campus community on how to handle emergency situations in various situations.

He explained that the Public Safety Training Institute (PSTI) is an organization that is in the process of completing an active shooter training program for school staff, faculty and administrators. The ETF has presented recommendations to the college President about establishing an Intervention Prevention Model. The development of this model would be custom made and cover areas pertaining to what has or may happen at the college, and Mark is in contact with the Livermore PD inquiring about the type of responses the police have made on a semester basis.

Since the ETF is not a permanent committee, Mark is drawing suggestions and feedback on how to move forward with the recommendations of this task force. He would like the involvement and support of the Faculty and Classified Senates to insure that the Intervention Prevention Model moves forward. He suggested that staff, faculty and administrators receive more requisite training that includes workshops, seminars, active training, etc. He cited an incident that proved to be fatal and was of the opinion that this was partially due to the lack of requisite training, and being restricted from carrying a loaded weapon.

Mark closed by saying that the final report will incorporate information related to having police officers on campus, providing additional training for campus safety, suggestion to lift some restrictions currently in place set for campus safety, and better securing the campus by having a command center on campus. Funding sources to support the recommendations of the ETF will be included in their final report.

The ETF will meet next on March 28th at 3:30 p.m. in room 2460. Everyone is invited to attend and participate in the committee's discussion or share their thoughts and ideas with the group.

5.0 DISCUSSION OLD BUSINESS

5.1 Reviewing Our Committee Structure – The footprint of the proposed IPAC (Integrated Planning and Accreditation Council) was sent to all for review. Sarah Thompson briefly went over the document that listed the tasks and how they interact with the various committees over the course of a school year. Sarah and Rajinder Samra have met with various individuals who have contributed to the development of this footprint. The next meeting will focus on selecting a chair, meeting times and frequency, and the constituency of the group. A proposal will be presented at a Town Meeting with an anticipated approval of this documents before the end of this semester for implementation next academic year.

5.2 Staff Appreciation – Elena Cole and Michelle Gonzales have received ideas for this year's Staff Appreciation submitted by the classified staff. A Pool Lunch Party won overall with the date yet to be determined.

6.0 DISCUSSION –NEW BUSINESS

6.1 College Goals and Priorities 2013-14 –
MOTION to **TABLE** until next meeting.
MSC: M.Korber / C.Keune / **APPROVED**

6.2 Facilities Master Plan –
MOTION to **TABLE** until next meeting.
MSC: M.Korber / C.Keune / **APPROVED**

6.3 Service and Teaching Awards 2013 – Information related to Faculty Teaching and Service awards will need to be sent out soon. Justin Garoupa, Senate Secretary, will be asked to distribute the nomination information, which are generally presented at the May Town meeting along with the 10-20-30 service awards. This year LPC has the honor of presenting the Reed Buffington award to one of its faculty.

6.4 Proposed Allocation Models – LaVaughn Hart began the discussion by stating that concerns were raised regarding the allocation models, and that after many, many discussion another model may be coming out soon (Model 1.2A). This model will place a CAP on the District and ask that an escrow account be setup to hold their growth money. Under this model the District will be asked to provide a functional map (showing what services are being provided and related costs), that addresses the items indicated by the

accreditation for both colleges. It also includes providing a functional map and something along the line of developing a plan that minimizes the impact of budgetary cuts upon the services to the communities of the college. It's been known that raises are given at the District without any reason and requesting that a justification be included in their budget was something else that was suggested.

The District's budget is based on the prior year's funding, which does not include the growth monies that are expected this year. It was brought up as to whether they should be held to what is already in place for the next year, or receive a percentage.

Repeated requests have been made to the District for information related to some of the items found within their budget. The information, rational, and reasons behind those decisions have never been answered. LPC previously requested information to draw up a 3-year analysis of the District's budget. The information was provided and the analysis was drawn based on what was received. The report was generated and proved to be inaccurate since the figures provided were not for the type of analysis being conducted, and the findings were dismissed. Repeated attempts to have the District Office provide specific information continues to be fruitless and quite challenging.

Discussion ensured with revisiting the calculations, details, comparison of Allocation Models 1, 1.2A, 3, and the outcomes based on the history of the District always getting a percentage.

6.5 The Cost of Programs: Educating Ourselves and Our Board – Sarah Thompson reported that at the last informational Board meeting, presentations were made on the International Students Programs budget at both colleges, the researchers at each college, and LPCs EDC Child Development Center (CDC), which had all been vetted and edited by the campus Presidents.

The Board's response to LPCs CDC coordinator was very disrespectful. The program was criticized and their failure was pointed out. Despite the fact that the CDC has had a fair amount of support cut from the General Fund, they continue to show remarkable progress based strictly on enrollments. The CDC is also charged $40,000 for janitorial services by the District, which does not apply to any other programs. The coordinator devastated and no one stood up in her defense. After the Board threatened to cut the CDC program the budgets for the Nursing and Dental Hygiene programs were presented and subsidized by as much as 4 times – without anyone blinking an eye.

There's concern that our programs are not being looked at strategically, and the many ways there are of calculating costs. Sara asked Rajinder Samra to analyze the ECD data and single out the results. The numbers showed that the program generates about $630,000, and out of that are the costs attached to the

building, faculty and classified assistant salaries, and other various expenses that can amount to 2/3 of what is generated. If the cost of running a program were seen in a different way, instead of failure the productivity of a program would be recognized. We need to be very conscientious about how programs are presented because it does weigh on a program and whether it should stay or go.

Discipline leads should be encouraged to look into and support the programs in their areas. Many will be showing support of the ECD CDC and presenting data in a more complex fashion rather than how they are currently being reviewed. If programs are targeted because of their expense it should be a philosophically based formula that is followed and not arbitrary one.

6.6 Discussion: Emergency Task Force – Craig Kutil attended a ETF meeting and was made aware that campus safety personnel are not legally allowed to place their hands on anyone, and that campus safety aids are advised to ignore some situations because they have less authority than campus safety officers. At the meeting it was stated that campus safety felt a police officer was needed on a daily basis due to the restrictions they have, and the fact that they were not able to approach students in some situations.

Cindy Keune suggested that the Senate endorse the recommendations of the ETF, and Craig added educating the other faculty about the importance of the Intervention Prevention Model and additional requisite training. The training would be not only for shooters on campus, but any type of crisis (i.e.: massive earthquake, emergency evacuation, etc.). Mark Tarte added that updating locks on classroom doors and other areas should be a step with beginning increasing safety around the campus. He also cited incidents that have occurred on campus after hours, and on weekends.

The ETF final report is expected to be completed by April and certainly no later than the first week of May. Mark stated that a statement of the Senate's initial support for the task force's recommendations would be appreciated once the report has been submitted.

Chabot currently has a contracted full-time safety director that is a HPD Sergeant, which the college pays a fair amount of money to maintain. The officers there are also limited, although they have more training and have been known to have gone beyond their restrictions in order to prevent worse things from happen. Mark will keep the Senate updated on the next steps.

7.0 GOOD OF THE ORDER

7.1 Announcements –

* Elena Cole announced that Justin Garoupa had send out an announcement soliciting nominations for next year's Academic Senate Executive Board with only one nominee for President thus far.

The committee members are Justin Garoupa, and Tina Inzerilla. Justin will be following up with faculty on elections and obtaining another member for the committee to begin work on the next steps.

* Craig Kutil wanted to address the issue of groups meeting to discuss a math problem on campus involving discussions of getting students through rather than getting them to learn things. He went on to say math has not gotten more difficult at the level which it is s being taught, and it has not changed, no new algebra equations are being introduced at that level, although the ideas of how it should be taught may have – that's all. Because of the data that has been shared and math being grouped with basic skills, the results may have been misunderstood. There are other subjects that fall into this category and the results shown are students being tracked, not why they do not complete a course. The data doesn't point to math being the problem or dropping out of college because of that. The reason for not completing could be irrelevant and points to another course.

Math happens be at the basic skills level and tracked over several semester. It's not being singled out as the problem nor should it imply that students are dropping out of college because of it being the cause. Students could be failing a health class or some other course – math just happens to be at the basic skills level. Math is something that is supposed to be learned as a degree and those participating in the group discussion are not scientific based or they would be aware of how important math really is, and how it's part of our day to day existence.

There is a sense that people want math to be made easier for students to be able to pass. It's not anyone's job to decide what's worthy of a degree, society has decided that and it wouldn't be where it is without math. It is an uncomfortable feeling to knowing that other instructors are looking at one another's programs and basing decisions on zero evidence. It's not our job to give someone a degree or make them study, instructors can only encourage. Teaching is not to dumb college down and give credit for work not performed. It's to prepare students for the next class and have them move on.

With performance based funding and many other things coming through, it is hard to hear that conversations about why math classes are so hard and the faculty require a high level of difficulty. There are standards that need to be maintained. Respect is lost for colleagues who think of just getting students through instead of teaching them.

7.2 2013 Meetings: 2nd and 4th Wednesday – Next Meeting: April 10, 2013

7.3 Adjournment: 4:44 p.m.
MOTION to **ADJOURN**
MSC: C.Kutil / A.McHale / **APPROVED**

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ACADEMIC/FACULTY SENATE ROSTER

EXECUTIVE OFICERS		ACADEMIC/FACULTY SENATE ROSTER	
Senate President:	Sarah Thompson	ALSS:	Michelle Gonzales
Senate Vice President:	Elena Cole	STEMPS:	Cindy Keune, Craig Kutil, Ashley McHale, Eric Harpell
Senate Secretary:	Justin Garoupa		
Senate Treasurer:	Melissa Korber	BSBA:	John Ruys, Steve Navarro
Senate Admin Assist:	Carmen McCauley	Counseling:	Heike Gecox
		ASLPC Rep:	Kevin Lopez

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