LAS POSITAS COLLEGE

DRAFT AGENDA

College Council Agenda
Thursday, November 13, 2014
2:30 – 4:30 p.m. – 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.

EEC

LPC Focus Goals
- *Equity*
- *Completion*
- *Excellence*

LPC Planning Priorities
- *Support for the curriculum process*
- *Technology utilization with an emphasis on staff development*
- *Success and persistence through the Basic Skills sequence*
- *Accreditation*

Voting Members: Quorum = 9

***Please Note**: If you are unable to attend **please send a substitute** from your Governance Group or Committee. Thank you!*

Position	Name		Position	Name
President (Chair, Non-Voting)	Barry Russell		**Academic Senate President**	Thomas Orf
VP Academic Services, Interim	Renee Kilmer		**Academic Senate Vice President**	Greg Daubenmire
VP Student Services	Diana Rodriguez		**Classified Senate Co-Presidents**	Frances DeNisco/ Todd Steffan
VP Administrative Services	Jeffrey Kingston		**Student Senate President**	Rafi Ansari
Institutional Planning Comm. Chair	Rajinder Samra/ Sarah Thompson		**Student Senate Vice President**	Paulina Reynoso
Resource Alloc. Comm. Chair	Gerry Gire		**Facilities / Sustain. Comm. Chair**	Mike Ansell
Inst. Effectiveness Comm. Chair	Rajinder Samra		**Staff Development Comm. Chair**	Greg Daubenmire
CEMC Chair	LaVaughn Hart		**LPC SEIU Rep.**	William Eddy
CLP FA Site VP	LaVaughn Hart			

Non-Voting Members: (none in Charge)

COLLEGE COUNCIL AGENDA | Thursday, November 13, 2014

1. **Call to Order** — Russell
2. **Review and Approval of Agenda** — Russell
3. **Review and Approval of Minutes – October 23, 2014** — Russell
4. **Old Business**
   a. Shared Governance Handbook, Vote — Russell
   b. Review Governance Worksheets, if any — Russell
5. **New Business**
   a. Faculty Hiring Prioritization Information — Russell

6. **Area Reports**

a. President	Russell
i. Update on Positions	
ii. New District Committees' Report	
b. Academic Services	Kilmer
c. Accreditation/ ALO Report	Russell/Kilmer
d. Student Services	Rodriguez
e. Administrative Services	Kingston
f. Integrated Planning Committee (IPC)	Samra/Thompson
g. Resource Allocation Committee (RAC)	Gire
h. Facilities Committee	Ansell
i. Space Allocation Comm. (New Bldg. 100, Swing Spaces)	
ii. Small Projects Update	
i. Institutional Effectiveness Committee (IEC)	Samra
j. College Enrollment Management Committee (CEMC)	Hart
k. Staff Development Committee	Daubenmire
l. Academic Senate	Orf
m. Classified Senate	DeNisco
n. Student Senate	Ansari/Reynoso
o. Faculty Association	Hart
p. SEIU	Eddy

7. **Good of the Order**

8. **Adjournment**

Next Regular Meeting: Thursday, January 22, 2015
Room - 1687
2:30 -4:30 p.m.

LAS POSITAS COLLEGE

Draft 1

College Council Minutes
Thursday, October 23, 2014
2:30 – 4:30 p.m. – Room 1687

LPC Mission Statement

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Voting Members: Quorum = 9

Position	Name			Position	Name	
President (Chair)	Barry Russell	X		**Academic Senate President**	Greg Daubenmire, VP, alternate	X
VP Academic Services, Interim	Renee Kilmer	X		**Academic Senate Vice President**	Greg Daubenmire	X
VP Student Services	Diana Rodriguez	X		**Classified Senate Co-Presidents**	Frances DeNisco/ Todd Steffan	X
VP Administrative Services	Jeffrey Kingston	X		**Student Senate President**	Rafi Ansari	X
Institutional Planning Comm. Chair	Rajinder Samra/ Sarah Thompson	X		**Student Senate Vice President**	Paulina Reynoso	
Resource Alloc. Comm. Chair	Gerry Gire	X		**Facilities / Sustain. Comm. Chair**	Dyan Miller, alternate	X
Inst. Effectiveness Comm. Chair	Rajinder Samra	X		**Staff Development Comm. Chair**	Greg Daubenmire	X
CEMC Chair	LaVaughn Hart			**LPC SEIU Rep.**	William Eddy	X
CLP FA Site VP	Heike Gecox, alternate	X				

Non-Voting Members: Don Miller, Dean ALSS; Scott Miner; Sharon Gach, Admin. Asst.

1. **Call to Order** - Dr. Russell called the meeting to order at 2:35 PM and noted that a quorum was present.

2. **Review and Approval of Agenda** – The agenda was reviewed and it was motioned, seconded and voted to approve it with the following changes: add to 4.a. Curriculum Committee Governance Worksheet; change 6.f. from "Institutional" to "Integrated" Planning Committee report (Daubenmire/DeNisco).

3. **Review and Approval of Minutes** – The minutes of September 25, 2014 were discussed and it was motioned, seconded and voted to approve them with two changes. (Rodriguez/Dyan Miller)

4. **Old Business**
   a. **Review Governance Worksheets** – Dr. Russell added the Curriculum Committee worksheet to the 3 others in the packet, Resource Allocation Committee, Distance Ed Committee, and Classified Senate. He asked that the members review all 3 together, ask questions and then vote as a whole. There were no questions after review it was motioned, seconded and voted to approve the 4 Governance Worksheets with no changes - Curriculum Committee, Resource Allocation Committee, Distance Ed Committee, and Classified Senate. (Gire/Rodriguez)

5. **New Business**
   a. **SB 850** – CC Bachelor's Degree Law – Dr. Russell shared that SB 850 passed and was signed into law effective January 1, 2015, allowing community colleges to offer baccalaureate degrees. He spoke with the Academic Senate yesterday about this, and the consensus of administration and Senate is to not be one of the 15 unfunded pilot colleges next year. There being no objection from the Council Dr. Russell mentioned that the official response to the Board and community members will be that we have vetted the idea with the Shared Governance groups and have collectively decided it is not time to jump into the pilot program.

   b. **Water Polo** – Dr. Russell mentioned that we have had many requests to start Water Polo as an intercollegiate sport. He stated that there is no formal LPC policy for starting a new sport, thus he asked Dean Miller and Coach Craighead to present the information on Water Polo to all shared governance entities. She and Coach Craighead will soon visit the Classified and Student Senates.

      Coach Craighead presented a PowerPoint to highlight the proposal for of Men's and Women's Water Polo. In addition to a new sport, this would bring about 30 new fulltime students (15 men, 15 women) to LPC, as our local high schools all have Water Polo teams with a combined total of 852 students. Our area is highly recruited by four year colleges. There is little risk to LPC, we will increase our Title IX compliance for gender equity, the sport is easy to implement and maintain, and there are low injury statistics. The Water Polo players will likely swim and dive in the Spring term also, and Swim and Dive athletes would probably cross over and play Water Polo, adding depth to both sports.

      Water Polo has been in our Program Review since 2009, and the previous presidents thought it was better to wait to begin the sport. The community swim teams will be able to stay with our pools also, as the schedules will not overlap more than 30 minutes. It was asked if the 2 Athletic Assistants will have time to set up for an additional sport, and this is believed and hoped to be so.

      Dean Miller stated that budgetary information includes $48,000 total expense, including $30,000 for the head and assistant coaches, for both swimming and Water Polo. Coaches are currently paid with stipends as the classes do not receive Load. There will be about $5,000 for travel, uniforms, and other small items. The teams also do

their own fundraising for essentials. Co-curricular funds will be used for meals, balls, etc., which is currently available in the BSBA budget.

Dr. Kilmer said that the 30 new FTES is an untapped market, LPC will have increased FTES, thus will be in the black for this sport. Student athletes also are a 'draw', bringing their friends with them to the college, thus there may be more than 30 FTES as a result of Water Polo.

VP Kingston asked what is the impact to the General Fund and do we have all coaching funds in the current budget? Dean Miller said that we already pay Coach Craighead for Swim/Dive, and if he chooses to coach Men's Water Polo we may need to request an additional coaching stipend. However, it is predicted that coaching stipends will be ended and Load will be added for coaching in the future. VP Rodriguez asked what is the potential additional cost, and it is $14,878 per season per sport (August – December), adding an assistant Coach is $4,926/season, per sport (Men's or Women's WP), thus making it $39,000 for Men's and $39,000 for Women's Water Polo.

Dean Miller also explained the particulars of Title IX compliance, as the ratios are taken for all students on campus and team participants, not pitting the men's and women's teams against each other. She mentioned that after hearing this presentation the Academic Senate agrees on starting this sport.

There being no further questions, Dr. Russell asked the Council to compare the idea of the Women's and Men's Water Polo teams to our Mission, Focus Goals, and Planning Priorities. Equity is served by the gender equity of teams for both women and men, Completion will come from higher completion rates from athletes, and Excellence is predicted from the record of the current Swim teams. This year's Planning Priorities are served as some athletes will need Basic Skills help, and curriculum has been written for them already.

It was motioned, seconded and approved unanimously to approve Water Polo as an intercollegiate sport for both women and men. (Rodriguez/Daubenmire)

Dean Dyan Miller will notify the Coast Conference tomorrow about our two new Water Polo teams.

c. **Meeting Minutes Reminder -** Dr. Russell reminded the committee chairs and administrators to please review all their meeting minutes online, and make sure that they are cleaned up as well as time permits, and posted accurately. Even if minutes are still drafts, please post them on the Grapevine/Committees' site. In addition, the Team chairs are developing the lists of specific items needed in the Repository, and will let the campus know in the near future.

Ms. DeNisco asked that, since there has been no support for Classified Senate to have a recording secretary for 6 years, even though the other two Senates have this position, there have been no formal minutes for about 5 years. She and others will

locate the handwritten notes, however would there be any support for assisting in scanning and posting the minutes? Dr. Kilmer offered that someone from her office will assist in scanning, as the most important thing is that there be some notes and evidence. It was asked if electronic recordings could be used as evidence, and this would be very difficult for a team member, so is not advised.

6. **Area Reports**

   a. **President** – Dr. Russell stated that the Town Meeting agenda has been revised for November and the New Bldg. 100 architect, Lyonakis, will be added for a presentation, in addition to personnel from MIG on the Educational Master Plan.

      - Update on Positions – Dr. Russell shared information on the following positions: Athletic Asst. goes to Board in November; Exec Asst. to VP Admin. Services committee is calling for interviews next week; Confidential Admin. Asst. President's Office committee is screening applications; Research Analyst is in 2nd interviews. The VP of Academic Services closes on Nov. 6th and will go to Board in December. The Vice Chancellor of Educational Services has closed, Dr. Russell is the chair, and this will go to December Board also. The Theater Tech position from last year that was not filled is in HR and not yet posted. The Faculty Hiring Prioritization Committee gave their recommendations to the President, to hire 3 positions that could not be hired last year. In addition, three counseling positions will be hired using Categorical Funding, per VP Rodriguez.

      - New District Committees – The Educ. Support Services (ESS) has met and reported on the 3 SP plans at both colleges for the Chancellor. LPC's Student Services Division is doing a great job on 3SP and is right on target and inclusive with its research. Mr. Samra reported that the District PBC met for a 5.5 hour retreat several weeks ago and determined the recommended philosophy of linking educational planning to budgeting. LaVaughn Hart is the Co-Chair of the PBC.

      - Report on Shared Governance Handbook – Dr. Russell mentioned that the Handbook has been sent out for review and to please send any comments to Ms. Gach; and he will be reviewing it in the near future also. He will place the Handbook on the agenda next month under Old Business and call for a vote on it. Mr. Samra noted that a huge help in getting quorum will be that the Handbook states that if a position is not appointed from any group (i.e., is unfilled), that does not count toward a quorum.

   b. **Academic Services**

      - **Middle College** – Dr. Everett presented the status of the Middle College which is a program sponsored by the Tri Valley Educational Collaborative (TEC). Middle College is for high school juniors and seniors who are Concurrently Enrolled in high school and college courses. All courses will meet at LPC. LPC will start with 30 HS Juniors next Fall 2015. Students are assigned to Middle College by applying, passing a test and an interview. Middle College students are more likely to persist through college, which removes some of the common barriers to completion. These students also generate FTES for the college, and their fees are paid through concurrent enrollment (zero cost to students). They will integrate into college classes as well as their HS classes on campus, and will be able to return to their home campuses for extra-curricular activities and sports. The TEC will hire a Program Director, and their Board is interested in a small

and manageable program before considering expansion to Early College (grades 9 and 10). A PowerPoint is appended to these minutes for further details.

c. **Accreditation/ALO Report -** Dr. Russell stated that we extended our deadline 2 weeks in order to finalize Team reports and lists. The Report will be done in March 2015, there will be a mock site visit in April, and final documentation will go to the Board in May or June, then on to the ACCJC. The accreditation visit will be in either the last week of September or the first week of October, 2015.

d. **Student Services** – VP Rodriguez shared that there will be a Veterans Day event on November 12th and a Huey helicopter will return to campus. She distributed the Spring registration dates and deadlines (appended to the minutes) and shared that the 3SP report is 99.9% complete. After a visit to ASLPC to gather their input his Friday the final version will go to Dr. Russell on October 27th, to the Chancellor after that, and finally to the State on October 31st. She thanked everyone who assisted with this report.

   VP Rodriguez is working on the Equity Plan due January 31st, including a Board presentation in November and Board approval in December. All campus deans will meet in November to discuss how best to work together on this. She is also preparing the 320 Report due November 1st. We had no audit findings recently, and we will re-do the document with repeatability and contact hours added. The tutoring contact hours will be reviewed for coding to make them more efficient.

   Recently the International Student Program staff met with Aramco representatives from Saudi Arabia as they may recruit additional students for LPC. All programs have completed their program review PPUs; and the SS staff is assisting Mr. Samra's department with the accreditation student surveys.

e. **Administrative Services** – Vice President Kingston had nothing further to report.

f. **Integrated Planning Committee (IPC)** – Mr. Samra reported that Sarah Thompson and he have formally been elected co-chairs of this committee, and he was pleased to report there was a quorum for the last meeting. The committee will recommend to the President that the IPC vet future proposals for new programs, both instructional and non-instructional including athletics, prior to presentation to the Council.

   Ms. Gire asked if budgeting would soon be removed from IPC charge; and Mr. Samra replied that this is a common misconception – budgeting is not part of the IPC charge. There was discussion of where budgeting should fall, and how RAC could possibly assist in that area. Ms. Gire, Mr. Samra and Mr. Kingston will meet and discuss this. Mr. Samra stated that best practices in the State show that budgeting should occur in the committee where planning occurs so there are no disconnects. Ms. Miller suggested that new programs such as new sports could be done via a process, rather than a specific committee.

g. **Resource Allocation Committee (RAC)** – Ms. Gire mentioned that the committee heard the Instructional Equipment requests, and as there is plenty of money this year all 9 pieces of equipment were approved with no need to rank them. There will be another Equipment cycle in the Spring. Next month the Non-Instruction Position requests will be heard.

   In addition three new positions were approved, the evening Technology Person, the Athletic Trainer, and Theater Technician. The committee would like to study how Program Review

and Integrated Planning Committee work feeds into RAC, and try to make the processes as clean as possible.

h. **Facilities Committee** – Dr. Ansell, Facilities Chair, is teaching during the Council meeting time and Dean Dyan Miller reported that Lyonakis Architects presented information about the New Classroom Building 100 and answered questions very well about all spaces. They also discussed the unsafe bike path that goes from Campus Hill Drive and turns right at the intersection of the Loop Road. To make this a safer entrance into the campus we have asked Shea Homes if it would be possible to open up the concrete wall across from our bus turnaround and make a bike entrance into campus there for safer passage. If they do not do this, we will put up more signage for bicyclists. In addition the committee discussed the City of Livermore taking over the bike path, and this comes with other needs such as at Collier Canyon Road some bushes prevent cars from seeing bikes, or installing a bridge over Collier Creek for safety.

   Small Projects were also discussed and Lyonakis reports that the amphitheater will be ready for use with cement seating by January 2015 (no lights/sound yet). Dr. Russell said we are trying to figure out what the first event for the Amphitheater will be. Other small projects include plantings inside the pool area, a storage shed for the Theater in process, the 25 passenger van will arrive soon, replacement biology lab counters will be installed over winter break, and PE Classroom chairs will be received in January.

i. **Institutional Effectiveness Committee (IEC)** – Mr. Samra stated that the committee will move forward on the 32 improvement plans needed for accreditation.

j. **College Enrollment Management Committee (CEMC)** – Ms. Hart was attending a conference.

k. **Staff Development Committee** – Mr. Daubenmire mentioned that the committee approved 4 faculty requests, and a technology workshop for 2 F-Hours presented by Howard Blumenfeld. They are also trying to simplify the flex credit forms.

l. **Academic Senate** – Mr. Daubenmire said that the Senate discussed the baccalaureate degrees with Dr. Russell, and also heard the presentation on Middle College from Dr. Everett. They approved the Faculty Hiring Prioritization Committee recommendations. VP Rodriguez also let the Senate know that the 3SP program would be able to hire 3 new untenured, Categorically Funded Counselors. Mr. Daubenmire also shared the November 17th recommendation of the Board of Governors to discontinue using the ACCJC as the accreditation agency for the California Community Colleges and discuss using another agency accreditation. Dr. Russell added that there will be several readings of this, and if it did happen it would be several years away.

m. **Classified Senate** – Ms. DeNisco shared that the Senate also heard the 3SP presentation by VP Rodriguez, and is working on a Halloween activity where staff will be dressing up. They are also working on Classified Professional collar shirts, and continue to look for people to serve on committees. They are starting a Newsletter again also – be sure to look for an article called, "What Are You Working On Right Now?" for a glimpse of our work life.

n. **Student Senate** – Mr. Ansari stated that they will hold a voters informational forum on October 29th, with many candidates in attendance. They are also sending out a student

survey, "How Can the Student Senate Help You?", and would like to share the results at a Town Meeting. Mr. Ansari and a group of 7 others, including Mr. Miner, returned from Washington D.C. where they spoke with elected officials and attended workshops on student government. They had a Skype meeting recently with the Chabot Student Senate which turned out well. Mr. Horner recently visited the Senate and answered questions about the New Bldg. 100, and the Senate is reviewing their bylaws this year.

o. **Faculty Association** – Ms. Gecox mentioned that the FA general meeting will be held Wed. Oct. 29, 3 PM, in 1621.

p. **SEIU** – Mr. Eddy reported that negotiations continue. There will soon be progress on the Classified Compensation Study done several years ago and the union has met with a consultant to assist with a comparison of other Bay 10 Community Colleges. The study will then be incorporated into the next Contract's compensation.

7. **Good of the Order** - None.
8. **Adjournment** – The meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Sharon Gach

Administrative Assistant to the President

Revised Date!

Next Regular Meeting: ***November 13, 2014***
Room - 1687
2:30 -4:30 p.m.

LAS POSITAS
COLLEGE

Dr. Russell,

On October 22, 2014, the Academic Senate met and discussed the Faculty Hiring Prioritizing Committee (FHPC) recommendations; and, would like to make the following recommendations for your consideration:

1. The Administration move forward with hiring the three faculty positions that were approved last year, however, were not filled due to failed searches (Kinesiology/Basketball Coach, Physics, and Piano/Music Theory)

2. The Administration accept the faculty ranking of ten faculty positions as ranked by the FHPC:
    a. Visual Communications (replacement)
    b. Business (new)
    c. Math (replacement)
    d. Vocal/Music (replacement)
    e. Math (new)
    f. Computer Science (new)
    g. English (half replacement/half new)
    h. Math (new)
    i. Business (new)
    j. Sociology (new)

3. The Administration move forward with the hiring of three counseling faculty, non-tenured, positions that are to be funded with categorical dollars (SSSP).

If you have questions, please feel free to contact me.
On behalf of the Academic Senate, thank you for your consideration.

Dr. Thomas Orf
Academic Senate, President