College Council Minutes
Thursday, April 23, 2015
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.

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

Position	Name			Position	Name	
President (Chair)	Barry Russell			**Academic Senate President**	Tom Orf	X
VP Academic Services, Interim	Jim Wright	X		**Academic Senate Vice President**	Greg Daubenmire	X
VP Student Services	Diana Rodriguez			**Classified Senate Co-Presidents**	Frances DeNisco	X
VP Administrative Services	Jeffrey Kingston	X		**Student Senate President**	Rafi Ansari	X
Institutional Planning Comm. Chair	Sarah Thompson	X		**Student Senate Vice President**	Paulina Reynoso	
Resource Alloc. Comm. Chair	Heidi Ulrech	X		**Facilities / Sustain. Comm. Chair**	Mike Ansell	
Inst. Effectiveness Comm. Chair	Heidi Ulrech	X		**Staff Development Comm. Chair**	Greg Daubenmire	X
CEMC Chair	LaVaughn Hart			**LPC SEIU Rep.**	William Eddy	X
CLP FA Site VP	LaVaughn Hart			**Program Review Cte.**	Karin Spirn	

1. **Call to Order** – Mr. Kingston called the meeting to order at **2:36 p.m.**

2. **Review and Approval of Agenda –** The action item, "Fresh & Natural Proposal for Finals Week & Summer Session," was moved to an information item only under Administrative Services. The agenda was approved with the change. **(Thompson/Orf). All in favor.**

3. **Review and Approval of Minutes – March 26, 2015** - The March 26, 2015 minutes were approved as presented. **(Orf/Daubenmire). Ulrech abstained.**

4. **Action Items**

   a. **College Institutional Effectiveness Goals –** Ms. Ulrech discussed the Institutional Effectiveness Partnership Initiative Conference. A mandate was discussed stemming from SB680. Part of the bill needs to measure and assess the community colleges operational environment. There are four framework indicators that need to be look at, which include course completion, accreditation status, fund balance and overall audit opinion. Districtwide committees will answer to the fund balance and overall audit opinion. For the course completion and accreditation status, the IEC will be the group that

determines what the indicator will be. The committee decided that one year goal for course completion will be 71.4% and the six year goal will be 71.5%. These goals are conservative and reasonable. For the accreditation status goal, the committee recommends that LPC will be fully accredited with no action. The two goal recommendations are approved by College Council to bring forward to the Chancellor. **(Orf/DeNisco). All in favor.**

5. Information Items

a. **President –** No news to report. Dr. Russell was absent from the meeting.

b. **Academic Services –** Dr. Wright introduced himself to the group. He discussed faculty hiring that is taking place. There are 11 hiring committees working to fill 14 positions. Four of the committees have completed the hiring process for six faculty. By the end of next week, seven of the processes should be finished and ten of the fourteen positions will have been identified. The other four positions should be complete in May. The candidates have been outstanding. Mr. Daubenmire asked if the three positions under Student Services will be going out. Ms. Rodriguez has been working with the District to come to closure on how those positions will be set up.

Dr. Wright also discussed that registration for the summer session has started. There are no enrollment updates yet, but LPC is offering 30% more sections than last year. This summer, LPC will have 152 sections. For general interest, 48% of those classes are being offered during the day, 23% is offered in the evening and 28% offered online. Mr. Kingston stated that we rolled some enrollment back. When doing that, you have to create a bigger schedule to make up for the FTES in the out years. Dr. Wright has been working with the Deans to get a pretty robust summer schedule. The rolling back strategy can catch up to you, meaning we need to grow and will have to do that in the fall and spring semesters. It is a good strategy as long as we act responsible.

Mr. Daubenmire asked if ASLPC has completed all of their high school visits. Mr. Ansari stated that Dublin high is the last one they need to visit. There will be a presentation made at the Middle College welcome as well. Mr. Kingston stated that there is a perception in the community that college classes are full. Dr. Wright stated that most colleges are trying to have big summers, so there is a lot of supply out there.

c. Student Services – No news to report. Ms. Rodriguez was absent from the meeting.

d. **Administrative Services –**

i. **Fresh & Natural Proposal for Finals Week & Summer Session –** Fresh and Natural gave a proposal to the college for finals week and summer. The grill will not be open all day. The café will be open and more food will be available there. The proposal is as follows:

- Finals Week
  - Tuesday through Thursday
    - Cafeteria grill open from 7 a.m. to 2 p.m.
    - Starbucks café open from 7 a.m. to 7 p.m.
  - Friday
    - Cafeteria grill and Starbucks open from 7 a.m. to 2 p.m.
- Summer session
  - Monday through Thursday
    - Starbucks café open from 7 a.m. to 2 p.m. (proposing until 7 p.m.)
    - Cafeteria grill will not be open.

Mr. Kingston is proposing that the café will be open until 7 p.m. during the summer due to the summer classes in the evening. Any other input from the committee should be sent to Mr. Kingston.

e. **Integrated Planning Committee (IPC) –** Ms. Thompson discussed the IPC's process for the semester. They took the Deans summaries and mapped out all of the critical areas to the overarching goals. The committee had presentations from the different plans that are already in place, which include: SLO, Core Competencies, Technology Committee, Facilities Committee, SSSP, Equity, Student Success Score, environmental scan, Accreditation Self-Study, past year's priorities, and institutional effectiveness indicators. Once the committee received all of this information they looked at priorities to see if there were patterns. Five different areas of priority emerged. Curriculum support and accreditation were carried over. The three priorities that were added include support for basic skill sequencing, create comprehensive SLO plan, and expanding tutorial services.

   The next step is to go to the stakeholders and ask them to fill out the actionable initiatives form. This will allow the committee to receive feedback from stakeholders. They will be asked to outline the challenges and barriers to success. It will also ask them to make recommendations. The planning priorities were not contextualized and this was a problem last year. The IPC will come up with the wording based on their feedback and send it forward to the President. It is asked that an executive administrator be assigned to monitor the progress of the priority. All of the stakeholders have been contacted and the wording of the priorities will be fleshed out at the May meeting.

   Ms. DeNisco asked if the committee identified more than one stakeholder for each priority. There are multiple stakeholders for each priority. Mr. Daubenmire asked what happens if the President rejects the priorities. The IPD will be reconvened for discussion and an explanation.

   Ms. Thompson reminded the council that they have the responsibility to oversee the planning and budgeting cycle. At the last meeting, she offered to create a worksheet that the college could use. The form is a catchall worksheet which asks:

   - Allocating and budgeting source (e.g. Staff development, Executive Team, etc.)
   - How did you take the planning priorities into consideration when making allocating or budgeting recommendations?
   - What evidence do you have to demonstrate how you used planning priorities when making allocating or budgeting recommendations?
   - Assessment of College Council – is planning integrated into this allocation/budgeting process?

   College Council would decide who it goes out to at this time? Each office should be sent the list and all administrators would have some information on allocating their budgets. The real question is how planning priorities were taken into consideration. This form will be taken to the President to see how he wants to review the integration of planning and budget.

f. **Program review –** No news to report. Dr. Spirn was absent from the meeting.

g. **Resource Allocation Committee (RAC) –** No news to report. Ms. Gire was absent from the meeting.

h. **Facilities and Sustainability Committee –**. No news to report. Dr. Ansell was absent from the meeting.

i. **Institutional Effectiveness Committee (IEC)** – Ms. Ulrech gave the I.E.C. update during the action item portion of the agenda.

j. **College Enrollment Management Committee (CEMC) –** No news to report. Ms. Rodriguez was absent from the meeting.

k. **Staff Development Committee –** Mr. Daubenmire stated that Dr. Jackson suggested that there be a workshop on stalking. Dr. Orf mentioned that this stems from the sexual harassment training that everyone goes through. What happens if this is done in reverse? It would be nice to have a workshop on how to handle situations like that. Dr. Jackson seemed very receptive and wants to set something

up for flex day. Ms. DeNisco stated that this would be the kind of training that would be appropriate for everyone.

l. **Academic Senate –** Dr. Orf stated that next Wednesday is Staff Appreciation Day. The theme this year is 80s. He also mentioned that the Chancellor attended their meeting yesterday and presented information about the Charrette. The Academic Senate is also getting ready to do elections and awards for the year. Applications have closed for the Reed Buffington award. Elections are looking good with one candidate for each position.

m. **Classified Senate –** Ms. DeNisco stated that Classified Senate also have elections coming up in May and they do not have someone in each of the positions. They may have to be filled by appointment. If you know of anyone that you would like to encourage to run, please do so. The Outstanding Classified Awards are being pulled together with a small committee. The classified newsletter came out and gives an excellent flex day description. There was a lot of participation at flex day. There were over 30 people at each event during the day. Lastly, they would like to include information about classified for each of the faculty members being hired and also for the adjuncts that come.

n. **Student Senate –** Mr. Ansari mentioned that elections are going on next week.

   i. **Mission & Vision Statement.** The ASLPC has not evaluated their mission and vision statement in 2 years. The old mission statement is as follows: The Associated Student of Las Positas College (the Student Senate) is a non-partisan organization focused on promoting student involvement on campus and advocating for student interest. The new statement that will be voted on tomorrow is as follows: ASLPC is every student at Las Positas College. We exist as an organization to promote academic excellence, encourage the intellectual, social, cultural, and physical development of the student body, and enable the student body to assert its varied interests as citizens and members of the academic community through democratic representation.

   Mr. Ansari also showed the vision statement, which will stay the same. The suggestion is to add “Mission and Vision in Action” section that lists specific achievements of the ASLPC. He asked for the Council’s feedback on wording.

   The committee likes showing the actions of the ASLPC. Those can easily be changed without changing the mission and vision. One suggestion is to state something about these include, but are not limited to. The actions should be less limiting because the ASLPC does so much more.

o. **Faculty Association –** Ms. Hart was absent from the meeting. Mr. Daubenmire mentioned that there is a meeting next Wednesday, after the staff appreciation event. The meeting will be held in room 1687. There will be some discussion of the contract since they are in the middle of negotiations.

p. **SEIU –** Mr. Eddy let the committee know that the next meeting may be his last as the SEIU representative. He will be taking a year off to serve as the Classified Senate President.

   i. **Student Game Room** – Mr. Eddy discussed the article in the paper about ASLPC using the staff and faculty break area in the cafeteria as a game room. Ms. DeNisco apologized for not getting information out the classified about Mr. Ansari’s response to her when she asked the same question. Mr. Ansari mentioned that there were three options for the game room and they included, the staff and faculty area of the cafeteria, the old theater and one of the portables. After the discussion, it was suggested that space in the student senate office would be the best area for this. When meeting with the editor in chief of the Express, the blueprint that was given was for the student senate office, but the one that appeared in the paper was of the cafeteria. Mr. Eddy mentioned that this area is where the SEIU meetings normally take place. The student senate complained that the Board meetings only take place once every 5 months. Mr. Kingston stated that that space is designed as a critical events area for the whole campus. The walls are movable and the space is designed to be flexible. To make this space

exclusive is nearly impossible. The other issue is the game room needs supervision so that needs to be further defined.

Mr. Eddy also mentioned that SEIU will support the Faculty Association in the negotiations process and is willing to advocate for whatever they need.

6. **Good of the Order –** None noted.
7. **Adjournment** – The meeting was adjourned at **3:47**p.m.

Kelly Abad
Executive Assistant to the President

Next Regular Meeting: ***May 28, 2015***
Room - 1687
2:30 -4:30 p.m.