



ACADEMIC SENATE MINUTES

October 26, 2022 | 2:30 – 4:30 pm | Room 1687 and zoom

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

LPC Planning Priorities

❖ 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.

LPC Academic Senate Quorum: 7

Non-Voting Members:

President: Tracey Coleman

Student Government: Lara Weidemeier

Faculty Association: Heike Gecox

Admin.: Rifka Several

Voting Members:

Past President: Sarah Thompson

Secretary: Collin Thormoto

Treasurer: Ashley Young

BSSL: Robin Roy, Daniel Cearley

A & H: John Kelly, Peter Kuo, Kisha

Quesada Turner, Dave Wagner

STEM: Michael Peterson, Ashley McHale

PATH: vacant

Student Services: Christina Lee, Jill Oliveira

Part Time Representatives: Jeff Judd

1. **Call to Order:** meeting called to order at 2:33 pm

2. **Review and Approval of Agenda:** motion to approve: moved/seconded/approved

3. **Review and Approval of Minutes (October 12, 2022):** motion to approve: moved/seconded/approved

4. **Public Comments:** none

5. **Action Items:** none

6. **Consent Items:** motion to approve 6.1 and 6.2: moved/seconded/approved

6.1 Financial Aid Director hiring committee: Heike Gecox

6.2 LPC Curriculum Committee Approvals – September 19 and October 3, 2022 (see attachment)

7. Reports

7.1 LPC Student Government (Lara Weidemeier): Lara is at the LPC Club Day.

7.2 CTE (Melissa Korber): Rajinder Samra presented information about the certificates granted, which have gone down. Discussion on how to improve this: more outreach, more administrative support, getting Degree Works involved. Faculty shared campus activities. Homework was assigned to look at identified CTE gaps and provide feedback. For the next meeting they will have a change to the charge to present to Academic Senate.

7.4 SLO Committee (John Rosen): At the last meeting they had CurricuNet demo their new platform which could replace ELumen. The committee is interested in following up and learning more. ELumen regional workshops are being hosted at LPC on Friday. They will provide individual help with the SLO committee on outstanding issues. They have been developing a checklist for SLOs as a resource for writing them and to guide the review process. This will be on the SLO website. This will be also done for PSLOs.

7.5 Program Review Committee (Nadiyah Taylor): They had two successful Flex Day sessions. In November they will be reviewing the programs that are being submitted (due November 9). The Program Review Committee is requesting administrative assistant support for minutes and posting reviews on their website. What is the process for this? Is this a RAC request? If this is a new request, yes, but if they are asking for some assistance from existing staff, then Kristina will work on this with the Committee.

The committee has five active readers, with four readers from SLO; please consider helping in this process (contact Nadiyah). She will check if Variable Flex hours can be applied.

7.6 CEMC/DEMC (Kristina Whalen): FTES reduction has been recommended to the Chancellor, resulting in a 10% reduction for LPC. We should expect this to be accepted. Tom Orf and Kristina are moving ahead with reviewing discipline allocations. They are vetting these allocations with the deans, who will finalize them with Tom. The finalized plans will be sent to divisions. The CEMC co-chairs will meet with DEMC chairs on a regular basis to look at multi-year planning. Targets can be set and adjusted for the next year.

7.7 DE Committee (Barbara Zingg): 25 faculty members completed HyFlex training this summer; with 14 in process now. The District Tech Coordinating committee is reviewing how faculty can request zoom apps, and who will approve. The board of trustees approved the 2021-22 DE report. They discussed success and retention rates. DE has made good achievements in these areas.

7.8 Faculty Hiring Prioritization (Heike Gecox): Regarding rankings, this will be held off to review additional data. 12 positions were submitted, 7 are replacement positions. They don't have the information on how many hires will be approved.

7.9 Accreditation Steering Committee (Kristina Whalen): Dr. Foster sent out a post-focus group email. LPC fared well and their questions were answered. The peer review team report has been sent to Dr. Foster and is being reviewed for errors of fact. It will be completed this week. The report matches the positive exit review.

7.10 Technology Committee (Collin Thormoto): No new business, mostly reports.

7.11 District Technology Committee (Bill Komanetsky):

Guided Pathways Status:

- Chabot, no status updates. Las Positas is in Phase 2 of Canvas shells for each pathway for Fall of 2023. There are many of issues and Scott Vigallon is working on these. Canvas shells are formatted Canvas pages that are based on major codes and possibly additional data on conversations about best practices. This is being done by other colleges in the area with a fairly high level of success
- Continue organization of Pathway specific information from Website into Canvas where most of our students spend their time
- Seeing Canvas announcements and calendar features related to key student services and academic pathway information
- Increased networking & campus life information, organized by pathway alignment
- Ancillary Stakeholders around campus can post announcements in Canvas, ideally organized by pathways when possible, such as Financial Aid & Scholarships, Transfer information, Internship & Work opportunities, etc.
- Technology plan supported by the LPC president
- LPC has committed to Elucian advise implementation Single Sign on

Civitas Scheduling Software presentation to take place on October 21st

<https://www.civitaslearning.com/platform/planning/>

Meeting Video:

https://www.dropbox.com/s/htjwm5x9o9oxngz/Civitas_20221021_720Fast.mp4?dl=0

District

- CRM advise/Degree works maintenance window on Saturday
- East bay College agile network continuing to progress. Transfer pathway for students

TCC Annual Goals

- Revised total cost of ownership to reflect more accurately technology costs

- Re-evaluation of headcount to support our IT infrastructure

Project Review updates

- Zonemail for Students and Elucian experience portal to be completed in November.
- Elucian experience demo will be in November.
- Pin numbers in ClassWEB to be replaced with our current single sign on
- ClassWEB modernization (Self-Service 9) modernizing the look of class Web to be approved by the board by the end of Spring 2023

Zoom/Canvas apps: A process/policy needs to be put together to address this

Security Funds

- As a repeat, the state is providing funds for us to enhance IT security
- Security assessment is now complete
- Remediation report is in progress

7.12 SEA Committee (Shawn Taylor): emailed report

Our '22-'25 Student Equity Plan is due on 11/30/2022. My goal is to have it in between November 10-15. I will be contacting a few of you in the coming weeks to get some information to complete the plan.

Our new Student Resources Program Manager, Cassandra Reinsel, should be Board approved at the next board meeting. Her first day is 11/1/2022

SEA Budget updates:

When the classified professionals' contract is finalized, the increase in base salary and benefits will increase. And if things go the way they have gone historically, faculty and admin salaries and benefits will increase. This means we are looking at a big hit on the SEA budget, reducing our financial agility to fund one-off projects and other activities. We will know more when the contract is finalized.

To bring us into alignment with state regulations, today I spoke with several parties who utilize SEA funds and introduced them to ways to request/track/report the funds they receive from SEA. By utilizing the worksheets I distributed, we will be better poised to report expended funds in a way that will stave off any audits. There are still a few of you I need to connect with.

SEA funds will be used to bolster Basic Needs as the Basic Needs allocation is far below what we need to be fully operational.

On the horizon, SEA funds will be able to be used to for direct student aid, e.g. gas cards, store gift cards, hotel vouchers, etc. I will be meeting with our rep this week to budget this out. We will also need a mechanism to assess need, without stigmatizing our students. Any ideas you have will be greatly appreciated.

Thanks all and I am looking forward to connecting next month. Please contact me for any questions, comments, or concerns.

7.13 Treasurer (Ashley Young): The fundraiser is going well with 70% participation by Student Services. The wine rack has been obtained and is being filled; divisions can share this information.

7.14 President (Tracey Coleman):

AB 2499 was discussed at the board meeting regarding teleconferencing regulations. Members attending online will need a reason not to be attending in person (sick, caring for others, etc.).

A presentation was made at the board meeting on climate change from a collaboration of both colleges. Dan Cearley worked on this. The greenhouse gas inventory showed student and staff commuting was the highest factor.

Tracey thanked everyone for their support and hard work. This will be her last meeting as President.

7.15 Academic Senate Advisory Committee Reports:

- Supporting Student Affected by AB 1705 (Michael Peterson): update that he has been in meetings with stakeholders.
- Making LPC a Destination Campus (Daniel Cearley): He and Kisha have a plan to move forward.
- Maximizing our Budget and Resources (Tracey Coleman): no updates; Sarah will be the lead on this committee going forward.

8. Old Business

8.1 Part Time Appreciation (Ashley Young): Not necessarily an event; how can we give positive feedback to them? Needs further discussion. Send a survey out to find out what their needs are (Jeff will do this).

8.2 BP 3250 Institutional Planning: Motion to table: moved/seconded/approved

8.3 BP 4027 Travel Study Programs: Tracey is meeting next week. Motion to table: moved/seconded/approved

9. New Business

9.1 New program proposal: AVIATION MAINTENANCE TECHNOLOGY (Daniel Cearley): *posted on the website.*

This program trains students to be FAA-certified mechanics. It provides 3 certificates and a A.S. degree. Academic Senate approval for curriculum development allows the program to move forward with Bay Area Community College Consortia and discussions with FAA. Implementation with FAA approval is a two-year process. They will continue to update the Academic Senate. Five Rivers Aviation is building a hanger that will allow the program if it is approved. Ken Cooper is working on sponsors to purchase the tools for the program for students.

This will be on the Consent Calendar at the next meeting.

9.2 New program proposal: APPRENTICESHIP CONSTRUCTION TECHNOLOGY NORCAL (Brian Hagopian): *posted on the website.*

This program provides three certificates, which are no longer being offered at Fresno City College. This is taught off campus at the San Ramon regional center, with no FTES requirements. The San Ramon center has 4000 students for training. Racial diversity is 73%. The students will get college credit; and there can be a future Associates degree to move into foreman positions. His advisory board meets in November for approval. This program should go live Fall 2023.

This will be on the Consent Calendar at the next meeting.

9.3 New program proposal: BEHAVIORAL HEALTH SERVICES ASSISTANT CERTIFICATE (Heike Gecox): *posted on the website.*

There is a need for mental health workers. This program starts training students to be para-professionals who can work while in the program. These are all transferrable courses to move into a UC/CSU degree program (work needs to be done on articulation). The state is funding mental health programs; the FTES is through the work experience portion as this will be considered an apprenticeship. The program has potential to grow. The implementation would be Fall 2023.

This will be on the Consent Calendar at the next meeting.

9.4 New Legislation and the Holistic Support Syllabus (Kristy Woods): recent legislation (AB 705 and AB 1750) and the pass/no pass and extraordinary withdrawal option brought up discussions on supporting students to mitigate these situations. If students and instructors know about supports, they can be referred. Academic Senate, Caring Campus, SEA and Guided Pathways could join together to forward this project. Additionally, the catalog should be welcoming to students and highlight supports – what is available and how to access. This kind of information could be a good start to courses. There are examples from other colleges.

10. Announcements/Information Items

Tracey Coleman: There was a Chill and Chat at Flex Day that was very beneficial, and peers shared their challenges. Robin Roy reported that the feedback is to continue to schedule these.

John Kelly: *Book of Will* play is opening this weekend at the Black Box Theater. Friday Nov., 4 is our understudy performance.

Robin Roy: Jeff Bell is speaking about OCD tomorrow, a zoom link was sent out.

11. Adjourn: Motion to adjourn: moved/seconded/approved. Meeting adjourned at 4:13 pm.

12. Next Meeting: November 9

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