LAS POSITAS COLLEGE ACADEMIC SENATE
REGULAR MEETING
Room 4129, Mertes Arts Building
September 12, 2012 – 2:30 p.m.

APPROVED MINUTES

PRESENT: Jeremiah Bodnar, Elena Cole, Debbie Fields, Justin Garoupa, Heidi Gecox, Teresa Henson, Linda Jarrell, Cindy Keune, Melissa Korber, Craig Kutil, Ashley McHale, Ignacio Petrasic, John Ruys, Sarah Thompson

GUEST: Dr. Candace Klaschus

1.0 GENERAL BUSINESS

1.1 Call to Order/Quorum: 2:24 pm

1.2 Approval of Agenda
Request to amend the agenda as follows: General Business; 4.14; 6.6; Action Items.
MOTION to APPROVE agenda as amended.
MSC: C.Kutil / E.Cole / APPROVED

1.3 Approval of Minutes of May 23 and August 22, 2012
MOTION to APPROVE minutes from May 23, 2012
MSC: J.Garoupa / I.Petrasic / 12 Abstentions

MOTION to TABLE minutes from August 22, 2012
MSC: E.Cole / C.Kutil / APPROVED

1.4 Public Comments: None

2.0 ACTION ITEMS

2.1 The Senate approves the Responses to Accreditation Midterm Responses 1A, 1B, 2, 3B, 4, and 5.
Disseminated and briefly described at the August 22, 2012 Senate meeting were the accreditation midterm responses listed above.
MOTION made to APPROVE the responses.
MSC: C.Kutil / A.McHale / APPROVED
Sarah Thompson explained that the documents presented at the last Senate meeting had been reviewed and the phraseology may be different then what is on the WiKi. The documents are currently being reviewed by the Chancellor, and will be presented to the Board on Tuesday.

3.0 CONSENT ITEMS

3.1 Richard Grow and Jill Carbone will serve on the Science Lab Tech Hiring Committee.
MOTION to APPROVE faculty representatives on hiring committee
MSC: E.Cole / E.Harpell / APPROVED

3.2 The Senate approves the faculty appointees to College Wide Committees. Committee list not finalized.
MOTION to TABLE
MSC: E.Cole / J.Garoupa / APPROVED

4.0 REPORTS

4.1 Curriculum Committee: Jeremiah Bodnar reported that ACCJC is putting pressure on our DE courses and indicated that these courses could turn into correspondence courses if it's not demonstrated that the amount of contact time is comparable as to what is given in a regular classroom. An indication regarding repeatability will have to be built into policy and become effective Fall of 2013. Colleges will be given 180 days to fully comply. Repeatability courses currently in effect will all go away except courses having specific circumstances, such as those in PE. Anyone on the Curriculum committee can be contacted for more information.

4.2 SLO Committee: None
4.3 BaSK Committee: None
4.4 DE Committee: None

4.5 Program Review Committee -Teri Henson reported that this year, the Program Review (PR) committee will be collaborating with the SLO committee to work on preparing SLOs and merging them seamlessly into program review. Forms are being developed that will be used to review program updates that were completed in the Spring. Committee members will analyze the information contained.

Dr. Diana Rodriguez, VP of Student Services and members of her department, met with the PR committee to discuss merging the Instructional and Student Services program reviews into one and developing forms that can be used by both.

Mr. Rajinder Samra discussed the Common Tool and will be disseminating the information to committees and other areas involved with resource allocation. He is interested in know if the Common Tool is still usefulness, how it can be improved, should it be modified, remain unchanged or start with a new.

The PR committee feels that unless a well defined planning process is in place that a planning group utilizes, no further updates will be collected. The committee will also be looking changing the program review cycle.

4.6 CEMC – Ms. Sarah Thompson reported that CEMC is meeting weekly to respond to the pressing deadlines by coming up with two class schedules should Proposition 30 and Measure I pass or fail. CEMC does not have the required number of reductions since not all divisions have submitted their information. The committee will carefully review the proposed reductions to make certain there is not a disproportionate impact and that there is not irrevocable harm to any of the programs.

4.7 Staff Development: None

4.8 Hiring Prioritization – Ms. Melissa Korber reported that the Hiring Prioritization committee will be meeting on October 18 to discuss college goals, review the forms, and receive training and data from CEMC. On October 2 the committee will begin ranking positions.

4.9 Faculty Association – Ms. Debbie Fields reported that the Faculty Association was still negotiating on non-economic issues and finishing an MOU regarding DE evaluations. The Free Speech Article and discipline policy issue has not yet been resolved.

4.10 Student Senate – Ignacio Petrasic reported that revisions are being made to the student textbook loaner program because the online access codes in place of required textbooks cannot be rented, which is causing the problems.

Club Rush was held last week and was a success.

The ASLPC passed a resolution at their last meeting stating that Summer Semester is a priority and is urging the college to not cut or cut as little classes as possible. There are many students who need only one class to transfer and if not offered in the Summer have to wait until the Fall or Spring of the following year for that one class. ASLPC previously supported cutting Summer courses, and Mr. Petrasic was asked why the change. He responded by saying that it was the Executive Board who favored the cuts, which are 4-5 in number. The change in their stance was made after the student body was polled.

It was noted that student representation is lacking on the DBSG and Planning Task Force committees. It is extremely important that there be student representation due to the potential impact. Mr. Petrasic will inform Student Life Director, Cynthia Ross.

4.11 Treasurer – Ms. Melissa Korber reported that the Senate fund has approximately $1,800.00, and contributions from faculty for this year have amounted to $50.00.

4.12 President – Ms. Sarah Thompson reported that at the last PBC meeting a lot of progress had been made. A challenge for the PBC committee is that it has never planned or budgeted and basically has become an allocating committee. After the next College Council meeting the PBC will be known as the Tangible Resource Allocation Committee (TRAC) with various funding sources reporting to TRAC, such as the Nike fund. The Nike fund has never been touched and is a grant that was given about 6 years ago for a total of $500k to be used to install permanent art around the campus. LPC is still up in the air of what to do, due to the various challenges the college has faced from different visions, construction about campus to the college's presidential changes. If Measure I passes it will bring in "pots" of money that will placed under this committee. The charge was rewritten for TRAC, which is for this **committee to make allocation recommendations to the President** with a detailed list of items. The committee will look at how to elicit feedback campus wide regarding allocations and spending priorities, and the best way to meet the accreditation requirement of having a planning driving budgeting task force. It is still undecided as to whether this committee will become institutionalized and permanent.

It was stated that the moral among the classified was at a crises level. The college has lost some classified from voluntary and involuntary measures and the possibility of more staff leaving is inevitable. Classified are not protected as faculty are, and the process in which the layoffs were handled created a climate of fear in a time when resources are shrinking and when people are not protected. The number of classified members in leadership positions who are seriously considering reviewing their career goals as a consequence of the crises the college is facing is unknown. The faculty are asked to consider their role and responsibility with regard to preserving the functionality of the college and share in their divisions this current crisis and ask what they think their role as stewards of the college might be. In order to act as stewards of the college faculty will need to be heard in a unified voice.

4.13 DBSG: Incorporated throughout the minutes.

4.14 Proposing New Honors Program Structure – Dr. Candace Klaschus attended the Senate meeting to present her proposal for creating CRNs for Honors courses that would be connected with like courses but distinguished by a separate CRN. She's hoping to get interest more students and build stability for the program. Sections associated with the Honors Program will have a curriculum element so each section will have to go through curriculum. Because of this, it is hoped that the separate CRNs will become available in Fall 2013.

5.0 DISCUSSION OLD BUSINESS

5.1 Budget Woes and Reduction Plans – Recap of Town Meeting and Role of Planning Task Force – Sarah Thompson began by saying that one thing that can move forward with plan for reductions is to look at the level of communication in terms of what our priorities are. Priorities are never spoken out loud, although they have always been there and known to a small group at the top. It time for the college community to weigh in on what the priorities are and if programs or other areas are threatened. If so, these areas should know well in advance so that they can have the opportunity to try and preserve their program outside the realm of general funds. The classified has asked for more communication so that everything is communicated on the same level, and help improve the general moral. Things may still not turn out well, but at least everyone (participating) would have an opportunity to be heard. A suggestion to invite classified to speak at a Senate meeting was well received.

Ms. Thompson's idea of forming a Planning Task Force was presented and approved by the College Council. This Task Force will address the issues that will be faced in the coming years, and its membership are representatives closely responsible for the college's participation in district wide planning. The membership has the knowledge of high level budget issues, high level district structures and knowing how things work. Task Force will be meet for one year only and report and make recommendations to the College Council. The College Council will then take those recommendations to the different senates, and any changes must be through a mutual agreement since the senate's have the power to implement changes. The task force is an advisory committee working.

Mr. Thompson asked that the Senators to solicit feedback and their thoughts regarding the Task Force from their divisions.

6.0 DISCUSSION –NEW BUSINESS

6.1 Assessing the Course Prioritization Model – The Course Prioritization Model was used to do the first set of significant course reductions. Each Senator was asked have their division review the Course Prioritization Model for transfer, CTE, ESL, Math, English and Student Services and solicit feedback. CEMC would like to know if these models are still effective or if they have been used to their extent, what changes should be made, and how classes should be added back. If the college is faced with having to cut $4.9 million in the spring, it is important to begin planning for that now to receive feedback from each division as to the importance of the models.

The Board of Governors recently enshrined a model for priortation of student registration. First years students who have been assessments and have Student Education Plans will be given top priority. The bill that is sitting on the Governor's desk that defines matriculation is what will be included in the Ed Code. If LPC does not abide by their definition of matriculation and their processes, any funding tied to this could be jeopardized.

The process of completing SEP's on-line was mentioned, and workshops for students on how to complete the process will be held. If the tax measures do not pass, and instructional areas are not identified, almost all of the reductions will most likely be non-instructional, which might affect Student Services. It's extremely important that students complete their SEPs before SB 1456 goes into effect because the college will have no choice but to follow the law. This law has been created by legislators not educators.

6.2 Accreditation Midterm Response 3 – Program Review – 3B
6.3 Accreditation Midterm Response DC1 – Functional Map and Effectiveness
6.4 Accreditation Midterm Response DC2 – Allocation Model
MOTION made to TABLE 6.2; 6.3; and 6.4
MSC: C.Kutil / J.Garoupa / APPROVED

6.5 SB 1456 – Initial Reaction – What to Take to Divisions – Ms. Sarah Thompson reported that SB 1456 is the Matriculation Bill that outlines what matriculation is and restricts BOG Waivers. There was a budget reduction across the state and when tuition was raised, many more students applied for BOG Waivers. The same restrictions apply for students applying for BOG Waivers as for those who are not - having a SEP and all other requirements in place and be making progress, and is meant to have a fiscal impact by reducing the number of students who receive BOG Waivers. Information regarding this was distributed at the last meeting so that the information could be shared with other disciplines as it seems highly probable that SB 1456 will be approved.

6.6 Goals for the 2012-13 Academic Year
MOTION made to TABLE
MSC: C.Kutil / E.Cole/ APPROVED

6.7 Discussion – New Honors Program Structure – Dr. Candy Klaschus began by asking that faculty spread the word, become involve with the structure and encourage writing contracts with their students. The Honors courses are enhanced and assignments are written to challenge students and help them focus on achieving the measurable objectives set for each course.

Students will not be able to register for these courses without first obtaining permission and classes are capped to about 7 students. It is not certain what

type of penalty, if any, will be applied if a student does not complete an Honors course. An advisory board meeting will be held to obtain feedback from faculty and the community. Informational flyers and detailed information can be obtained by contacting Dr. Klaschus.

6.8 Prerequisite Plan – Mr. Jeremiah Bodnar stated the college still needs to make a decision as to whether to allow prerequisites to be approved based on course content, if the course is not within the same discipline. The Curriculum Committee believes that content review is a good idea primarily because of the difficulty of the various reasons associated with approving prerequisites through a statistical validation process. The process of approving prerequisites using course content has gone on for six months without an objection. Defining approving course content using the statistical validation model would involve looking for the comparative rate of success for students who have completed the prerequisite as opposed to those who have not. The decision of coming up with a number, and at what range should that be will also have to also be decided.

Discussion ensued among those present and concluded with Mr. Bodnar stating that the Curriculum Committee would like to know if the faculty would like to delay the implementation of a prerequisite policy for a year or so, which would allow time to run data numbers ahead of time and determine if an operator (number) should be used and where to set that number. The operator itself would not be the definitive criteria, and even if the criteria is not met, there is still content review which has already been agreed upon.

6.9 Hiring Prioritization Changes – Ms. Melissa Korber reviewed the two revisions made to the charge of the Hiring Prioritization committee. One: That the President let the committee know what's going on and; 2) To remove the section that refers to an abbreviated faculty position request form. This recommendation will be placed as an ACTION item on the next Senate agenda.

6.10 Reviewing Our Committee Structure
MOTION to TABLE
MSC: E.Cole / C.Kutil / APPROVED

7.0 GOOD OF THE ORDER

7.1 Announcements: None

7.2 2011 Meetings – 2nd and 4th Wednesdays – Next Meeting: Sept. 26, 2012

7.3 Adjournment
MOTION to Adjourn – 4:28 pm
MSC: C.Kutil / E.Cole / APPROVED

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EXECUTIVE OFICERS

Senate President:	Sarah Thompson
Senate VP:	Elena Cole
Senate Secretary:	Justin Garoupa
Senate Treasurer:	Melissa Korber
Senate Admin Assist:	Carmen McCauley

ACADEMIC/FACULTY SENATE ROSTER

ALSS:	Vacant
STEMPS:	Cindy Keune, Craig Kutil, Ashley McHale, Eric Harpell
BSBA:	John Ruys
Counseling:	Angella Ven John, Heike Gecox
ASLPC Rep:	Ignacio Petrasic

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