



Meeting Minutes

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 Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Meeting Name

Members Present (voting):

- Joel Gagnon, Chair (non-voting)
- Diane Brady, VP Admin Svcs
- Roanna Bennie, VP Academics
- Sylvia Rodriguez, VP Student Svcs Rep
- Nan Ho, Dean
- Cindy Rosefield, A&H Faculty
- Jason Craighead, BHAWK Faculty
- Stuart McElderry, CATTs Faculty
- Jason Morris, MSEPS Faculty
- Cindy Balero, Classified
- Jennifer Farber, Classified
- Gerry Gire, Classified
- Todd Steffan, Classified

Members Absent:

- James Weston, Classified
- TBD, Student Services Faculty
- TBD, ASLPC

Guests:

- Natasha Lang
- Sharon Davidson

1. Call to Order

2. Review and Approval of Agenda

3. Review and Approval of Minutes

Nan Ho moved to approve the September 1, 2016 minutes. Gerry Gire seconded. Motion passed unanimously.

4. New Business

a. Review Non-Instructional Positions

The committee decided that requesters/Deans will not be allowed to present Non-Instructional Position requests to the committee but will be allowed to answer questions. Members of the committee feel that the requestor should know the most about their request and therefore are the experts on the request and or questions. Other members of the committee felt we should only have the Deans making the requests otherwise it can become too emotional and we will spend too much time on any one request.

Questions about Position Requests:

Campus Safety Officer: How would the position be funded Parking fund or general fund? Diane explained that the parking fund and general fund share in the cost of the position. The question was asked what would the priority of the requests be, Campus Safety Dispatcher is number one.

Technology request: What is the priority for the technology department? Position request #04, Computer/Network Support Specialist II (Request A) is the top priority.

Position #07, Curriculum & Scheduling Specialist -- At Chabot they have 3 positions to do scheduling; at LPC we have 1. Last year, we hired a position to deal with curriculum and these positions are separate.

The committee proposed to move the Instructional Assistant-English position (#11) to an informational item only. This is not a new request, it is simply collapsing two positions into one.

Combining these two positions into one position is going to better serve the department's needs.

Question about when was the speech position and music positions were last funded. It has been several years, more than 4.

A request was made to change the title of request #13 (add the title of Admin Assistant 1). The department said that this job description would best describe the work that would be done by the individual.

There was some decision about the ECD position request and understanding that it was 100% funded by a grant and now it is being requested to have some of the position covered by the general fund.

Question about the Financial Aid position requests. The committee asked which position is top priority if only one could be funded. Request #19, Financial Aid Advisor II (Scholarship Emphasis) was the top priority.

The committee discussed the ranking process. October 21, 2016 is the deadline for having the rankings to the Administrative Services Office.

5. Good of the Order

6. Adjournment @ 4:31 p.m.

7. Next Regular Meeting: December 1, 2016