

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.

Academic Senate

Members:

Senate President: Melissa Korber

Senate VP: Tina Inzerilla, Ph.D.

Senate Secretary: Joel Gagnon

Senate Treasurer: Kimberly Tomlinson

Senate Admin Assist: Rifka Several

A&H: Cindy Rosefield, Catherine Suarez, Toby Bielawski

SLPC: Robin Roy, John Rosen

STEM: Ashley Young, Michael Peterson, Darcy Earnst

BHAWK: Andrew Cumbo

Student Services: Heike Gecox

Part-time Faculty: Vicki Pabley, Jeff Judd (Chelsea Kubischta, alternate)

Faculty Association: Heike Gecox

Student Government: Kirstie Burgess

1. GENERAL BUSINESS

Melissa Korber

1.1 Call to Order/Quorum

Items 1-4

1.2 Approval of Agenda

1.3 Review and Approval of Minutes: November 28, 2018

1.4 Public Comments (This time is reserved for members of the public to address the Academic Senate. Please limit comments to three minutes. In accordance with the Brown Act, the Academic Senate cannot act on these items.)

2. ACTION ITEMS

2.1 Distance Education Committee –changes to Charge and Membership:

a. DE Committee Charge: To explore and recommend policies, procedures, and tools to enhance student learning and services in the delivery of distance education offered through Las Positas College. To review distance education courses and provide feedback to instructors on how to align their courses to quality course design standards, in addition to legal and accreditation requirements.

Previous version of the 2nd statement:

To review distance education courses and provide instructor feedback to match the academic rigor and excellence in face-to-face courses.

b. Membership: DE Committee membership to be increased to two faculty representatives per division.

3. CONSENT ITEMS

3.1 Curriculum Approvals Dec. 3, 2018 (attachment)

3.2 Curriculum Board Report (attachment) – Madeline Weist

4. REPORTS

4.1 CEMC

4.2 District Integrated Planning & Budget – Rajeev Chopra

4.3 CTE

4.4 Curriculum Committee – Craig Kutil

4.5 Accreditation Steering Committee – Tina Inzerilla

4.6 Faculty Hiring Prioritization Committee – Heike Gecox

4.7 Faculty Association – Heike Gecox

4.8 Student Learning Outcomes – Ann Hight

4.9 Student Success Committee – Nessa Julian

4.10 Basic Skills – Michelle Gonzales/Ashley McHale

4.11 Program Review – Karin Spirn

4.12 Institutional Planning and Effectiveness – Karin Spirn

4.13 Distance Education – Christina Lee

4.14 Student Senate – Kirstie Burgess

4.15 Treasurer – Kimberly Tomlinson

4.16 President – Melissa Korber

4.16.1 Clarification on number of faculty members from Academic Senate on the hiring committee for VP Academic Services.

5. OLD BUSINESS – DISCUSSION

5.1 Academic Senate Letter of Support for R. Bennie (Tina Inzerilla and Ashley Young)

5.2 SLPC Statement regarding District Integrated Planning and Budget (Robin Roy)

6. NEW BUSINESS

6.1 Faculty Hiring: Continuing the discussion from last meeting, should the Faculty Hiring Prioritization Committee consider retirement/resignations alongside “emergency” replacements?

6.2 Campus Closure Policies: Continuing the discussion from last meeting, should each campus be considered separately for emergency closures? Additionally, how can we assure shared governance involving Student Government in these considerations?

6.3 Hiring Committee Policy, LPC President: Need to have initial input into qualifications. Links to all hiring procedures:

- [Administrative/Management Hiring Procedures](#)
- [Classified Hiring Procedures](#)
- [Faculty Hiring Procedures](#)
- [Supervisory/Confidential Hiring Procedures](#)

6.4 Distance Education items (Christina Lee):

1. [Proposed Course Design Review for Online/DE Hybrid Courses for 1st time DE instructors at LPC](#) [Pending FA approval]. Require first time DE instructors at LPC to complete DE training and first time DE instructors at LPC must go through a course review process (similar to what Chabot already has in place). Need a DE sub-committee (comprised of faculty members) to review courses. The proposed course review checklist is similar to Chabot's course review process they have in place for 1st time DE instructors and this is not as detailed as the OEI course design rubric standards.

2. [Proposed Course Review checklist](#): As part of the OEI consortium, we need to develop LPC's own POCR review process. DE sub-committee faculty members may also serve as part of the local peer online review (POCR) to review any potential LPC courses that DE faculty may want to offer in the OEI exchange (must meet OEI course design rubric standards).

6.5 Online Educational Initiative (Lyndale Garner)

6.6 Division Challenge Scholarships Sponsored by Academic Senate (Kimberly Tomlinson)

6.7 Use of the term “instructors” instead of “Assistant or Associate Professors” (Darcy Earnst)

7. GOOD OF THE ORDER

7.1 Announcements/Comments

8. ADJOURNMENT

9. NEXT MEETING – JANUARY 23, 2019