



ACADEMIC SENATE MINUTES

October 13, 2021 | 2:30 – 4:30 pm | VIA 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: 9

Non-Voting Members:

President: Sarah Thompson
Past President: Melissa Korber
Student Government: Kyle Johnson
Faculty Association: Heike Gecox
Admin.: Rifka Several

Voting Members:

Vice President (Fall): Craig Kutil
President-Elect: Tracey Coleman
Secretary: Collin Thormoto
Treasurer: Ashley Young
BSSL: Robin Roy, Daniel Cearley
A & H: John Kelly, Peter Kuo, Kisha Quesada Turner
STEM: Carlos Moreno, Jeffrey Weichert
PATH: Scott Miner
Student Services: Christina Lee, Jill Oliveira
Part Time Representatives: Jeff Judd

1. GENERAL BUSINESS (S. Thompson)

1.1 Call to order/establish quorum: Meeting called to order at 2:32 pm

1.2 Approval of agenda: Motion to approve agenda:
moved/seconded/approved

1.3 Approval of minutes (September 22, 2021): Motion to approve minutes:
moved/seconded/approved

1.4 Public Comments (5 minutes) *This time is reserved for members of the public to address the Academic Senate. Please limit comments to five minutes. In accordance with the Brown Act, the Academic Senate cannot at on these items.*
NONE

2. ACTION ITEMS (S. Thompson)

2.1 Approve Syllabus language for LBGTQ+ inclusion (R. Roy): Motion to approve: moved/seconded/approved

3. **CONSENT ITEMS (S. Thompson)** Motion to approve all Consent Items:
moved/seconded/approved

3.1 Dean of Counseling Hiring Committee – Kimberly Burks and Katie Eagan

3.2 Fire Service Technology Hiring Committee – Lisa Everett and Mike McQuiston

3.3 BPs and APs 8/9/21

- BP 5140 Disabled Student Programs
- AP 5140 Disabled Student Programs
- BP 5200 Student Health Services
- AP 5200 Student Health Services
- BP 5300 Student Equity
- AP 5300 Student Equity

3.4 BPS and APS 8/23/21

- BP 5016 Transfer of Units from Other Colleges
- AP 5017 Response to Inquiry of Immigration Status
- BP 5530 Student Rights and Grievances
- AP 5530 Student Rights and Grievances

4. REPORTS

4.1 LPC Student Government (Kyle Johnson): For those students who identify as LBGTQ+ and would be interested in participating in a panel for Fall Flex Day, please send a message to Kyle (Lpcsg-president@laspositascollege.edu). The theme of the panel is how Las Positas College is or is not supporting LBGTQ+ identifying students. Please pass this information on to your students.

4.2 UndocuAlly (Alain Olavarrieta): no report

4.3 CTE Committee (Melissa Korber): During Flex Day there will be a presentation of the economic workforce strategic plan. The goal is to align economic planning efforts for the college and workforce. Ask Melissa or Vicki if you want a copy of the plan.

4.4 Curriculum Committee (Elizabeth Owens): There is a faculty member in the curriculum committee from every division. Any recommended changes will come to the Academic Senate. They have a Flex Day session for assistance with curriculum projects, including the equity items, and can provide one on one help. Nov. 16 is the last day for submission of fall curriculum proposals. Elizabeth will attend the regional curriculum meeting.

4.5 CEMC/DEMC Committee (Kristina Whalen): Latest spring enrollment is 9.88%, and they are waiting to see add codes from Oct. 11 classes which will lower the figure. There is one more CEMC meeting before DEMC, where the FTEF allocations are determined. They are running scenarios on the impact of lowering the FTEF. There are discussions on how to make the best decisions moving into the future: do we want to get close to an achievable productivity target, or try to keep as much as possible on the schedule and then have to pivot. These are transparent discussions.

4.6 Faculty Association (Heike Gecox): At last month's meeting, Chancellor Gerhart signed a MOU for staff to be able to request a hybrid schedule.

4.7 Professional Development Committee (David Powers): The committee is had an issue this summer with staff turning in conference expense forms late (after the fiscal year had ended). This meant that this year's budget went to pay for workshops attended last year. There is a firm June 30 deadline, unless extenuating circumstances occur, then the PDC tri-chairs will make a determination.

- PDC approved funding for two conference requests.
- The committee approved 25 flex day proposals.
- Flex day is Thursday October 28th. PDC is finalizing the schedule.
- Variable flex part 1 is due to Rifka by November 15th.
- The current unallocated budget is approximately \$10,748.
- The PATH division has no voting member on the committee.
- LPCSG has no member on the committee.

4.8 Planning and Effectiveness Committee (Rajinder Samra): They are evaluating if we are meeting our institution-set standards in course success, transfers, certificates and degrees awarded (credit and non-credit). We are meeting our standards for all four metrics.

Denied certificates (250) are being examined by counseling evaluators – depending on DegreeWorks alone is not enough. This topic will be on the next Academic Senate meeting agenda.

4.9 SEA Committee (Shawn Taylor): Action items:

- Perform a “discipline” audit of the library to see which assigned books (and how many) of each discipline the library has on hand for students to reference.
- Investigate how to set up and implement a student book exchange—this will be dependent on how often an instructor updates their materials.
- Develop and implement a campaign encouraging instructors to add a “Student Resources” section on their syllabi and in their CANVAS shells.
- Native Land Acknowledgment that is more than just lip service. Possibly establish a scholarship for local tribal members.

- Work on a unified and efficient student communications system. We have so many amazing things happening that our students know nothing about.
- Create an ‘Ask Me Anything’ (AMA) to invite the students to share with us which resources and supports they need.
- Identify a safe space for undocumented students
- Produce an Equity Newsletter
- Become an integral part of “Back to Campus” initiative

4.10 Guided Pathways (Kristy Woods): They are working on getting data through student success counseling by reaching out to the students who were denied their certificates. Also reaching out to new LPC students who do not have comprehensive Ed plans, those who are undecided or undeclared, to help them enter a pathway. Work continues with the EBCAN and CSU alignment initiatives to be added into Program Mapper. Most declared/granted programs for transfer will be added for the second two years at CSUEB for graduation with their degree. On Flex Day Guided Pathways will have sessions on:

- Program Mapper and the college transfer alignments
- Lucien products.
- Identified milestones for students on their pathways, in Canvas and on the websites.

The Guided Pathways Community of Success meeting was about “Belonging:” what do students need to feel they belong? Feeling someone on the campus cares about them is key, and important to student success.

Video link: Student Success Team Video October Update:

<http://www.laspositascollege.edu/gp/communitiesofpractice.php>

4.11 Faculty Diversification Advisory Committee (Christina Lee): They had their first meeting last month (attended by Tracey Coleman, Katie Eagan, and Christina Lee). The committee looked at short-term ideas such as adding diversity statements in applications. Previous documents and ASCC resources:

- FAAS document from 2020 Academic Senate--Diversity in hiring faculty
- EEO Committee PPT presentation (4/10/2019)
- ASCC Faculty Hiring and Diversity (<https://www.asccc.org/content/faculty-hiring-and-diversity-ongoing-collaborative-effort>)
- FLDC Model Hiring (https://ccconlineed.instructure.com/courses/5733/modules#module_34624)

4.12 Anti-Racism and Inequities Advisory Committee (Kisha Quesada Turner): They identified different campus processes that cause paperwork barriers for students (especially low-income students). Craig Kutil reached out to the Chancellor and Dr. Foster regarding hiring a firm that will address areas identified by this committee. They will be asking student groups on campus to attend a focus group or complete a survey about their experiences with student processes and using our website. Outreach will be made to students who tried to apply but did not enroll.

4.13 Enrollment Strategies Advisory Committee (John Kelly): The committee will meet later.

4.14 Compressed Calendar Advisory Committee (Dave Wagner): Many institutions are addressing this, providing good resources for processes and pros and cons. The committee is dividing the colleges to collect data. They are mapping which colleges are implementing this calendar (see attached map of colleges). Dan brought up the limit of STEM lab space available as a factor to consider.

4.15 LGBTQ+ Advisory Committee (Sarah Thompson and Kyle Johnson): They are working on transforming the campus culture. There will be a keynote student speaker panel of LGBTQ+ students. Contact Kyle Johnson for students who want to participate.

4.16 AAPI Advisory Committee (Collin Thormoto): They met with the AAPI learning community who have Chill and Chat events. The committee identified issues such as mentoring and support for international students, assistance with financial aid and social opportunities. There is interest in starting an AAPI Club. The issue of funding was addressed, none is assigned to AAPI. SEA has funding available. Asian-American studies courses are being developed.

4.15 Treasurer (Ashley Young): \$220 was donated by the Academic Senate to the Veterans First 2.2 Challenge Event, raising funds for student veterans mental health. Three people have registered, we need seven more registrations. Email Ashley if you want to register (\$22).

Progress for the Academic Senate Scholarship Fall Fundraiser is very slow this year. Sarah is providing a wine rack, and different people will donate fine wines, for an opportunity drawing for people who participate in the Fall Fundraiser. A photo will be distributed to each division. Division contacts for the fundraiser:

- STEM: Carlos Moreno
- PATH: Scott Miner
- A & H: John Kelly
- BSSL: Can Cearley
- STUDENT SERVICES: Jill Oliveira

4.16 President (Sarah Thompson)

The Chancellor has sent out link for uploading your vaccine information, or applying for a waiver.

Reed Buffington awardee Ruth Hanna donated her award funds for a student scholarship in geosciences.

This weekend Sarah attended Chabot's Gala event, the opening of their new baseball fields and facilities. She is hoping that Las Positas can hold a spring gala.

Issue with representation on the FA: Sarah invited Dave Fouquet to the Nov. 10 Academic Senate meeting to outline plans for addressing the concerns about equitable voices. Sarah recapped our last meeting's discussion on this at the Chabot Academic Senate meeting. The top members of the Chabot FA attended. Miguel Colon wrote an open letter to his senators in support of LPC Academic Senate's concerns, and requested the Chabot FA to work to address these issues.

New bills signed:

- Requirement that all community college students have an ADT track: This creates additional paperwork and oversight.
- By 2024, all community colleges have similar course prefix and numbering systems for transfer and GE courses.

In the statewide academic senate meetings, most activities have been "putting out fires" (issues with Covid and legislation). Next meeting Sarah will present a resolution proposal to bring to state senate in November regarding the SCFF funding model proposal.

One concern Kyle Johnson (LPCSG president) brought to chancellors council: student fees being frozen, with the outcome that student representatives (LPC and Chabot) have lost their stipend.

5. OLD BUSINESS (S. Thompson) Sarah has met with Dean Tamica Ward regarding student services issues that faculty want to be involved with: audit options, concurrent enrollment, and supporting students who have difficulty in completing their certificates and degrees. Dean Ward requested that we generate a list of questions so she can address these concerns.

- Craig: look into software that can solve problems. Hyland Brainware connects with Banner and has been evaluated for inputting transcripts into DegreeWorks. Currently student transcripts submitted do not enter automatically, students need to request this.
- Address the issues of students not getting their degrees/certificates. Look at the process of evaluation.
- Concurrent enrollment: the window for enrollment is too narrow. They need to know they need to reapply after they graduate from high school.
- More transparency about what courses can be taken for concurrent enrollment. Increase our high school outreach.
- Our new student enrollment day was when we were closed.

Discussion on audits:

- Audit options, especially helpful for the arts: there are many students who have blocks to enrollment in some of these courses. Alternatively, they may take a course but not be able to engage with the skills during that semester (such as prop building, scene design, etc.). In other colleges, orchestra programs use audits to fill their instrumental needs. These audits benefit students and programs. Some students need to take courses two times to brush up in skills for courses they took years ago.
- Creative writing, English, writing, film, etc.: auditing courses for life-long learners/community enrichment.
- Career advancement (such as refreshing foreign language skills,)
- Physical activity classes – we would have full classes
- Community outreach aspect – Mass Communication alumni want to continue to work on the magazine.
- At other institutions, instead of audit, enrollment is done through community ed.

6. NEW BUSINESS (S. Thompson)

6.1 Institution Self-Evaluation Report – First Review (Kristina Whalen): see ISER link:

https://docs.google.com/document/d/1FrBvh2bbj_rgT8U1uxsSVrtctNIVN7QByQ-UqUs6T2o/edit?usp=sharing

Kristina shared the self-evaluation form. The link is to working documents, still in progress. Constituency groups are welcome to input comments. This format is a template from CCCAJC. Comments required by October 28.

6.2 Committee Member for Equal Opportunity Employment Advisory Committee: Motion to table 6.2: moved/seconded/approved

6.3 Equal Opportunity Employment Advisory Committee Equity Statement (Nadiyah Taylor): Tabled until next meeting when Nadiyah can attend.

6.4 Credit for Study Abroad Programs (Katie Eagan): (see attachment) This is supported by the Educational Master Plan. At our college, you cannot use financial aid for study abroad. If these were credit courses, financial aid would apply allowing more diversity in this program. Earning units through study abroad does not delay students' transfer date.

Subcommittee on Credit for Study Abroad: Daniel Cearley (lead), Jill Oliviera, Elizabeth Wing Brooks, Katie Eagan, Sarah Thompson. Jill will ask for additional committee members.

6.5 Encroachment on Faculty Purview (Craig Kutil): Motion to table until next meeting: moved/seconded/approved

7. GOOD OF THE ORDER

7.1 Announcements: none

7.2 Next meeting: WEDNESDAY, OCTOBER 27, 2021

7.3 Adjournment: Motion to adjourn: moved/seconded/approved. Meeting adjourned at 4:35 pm.

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