



Academic Senate Minutes

November 28, 2018 | 2:30 pm | Rm 1687

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

BHAWK: Andrew Cumbo, Darcy Earnst

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: established 2:32 pm

1.2 Approval of Agenda: MOTION TO APPROVE: moved/second/approved

1.3 Review and Approval of Minutes: November 14, 2018: MOTION TO APPROVE: moved/seconded/approved/ 2 abstentions

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.) NONE

2. ACTION ITEMS: NONE

3. CONSENT ITEMS

3.1 Curriculum Committee Approvals Nov. 19th: MOTION TO APPROVE: moved/seconded/approved

4. REPORTS

4.1 CEMC

4.2 District Integrated Planning & Budget – Rajeev Chopra

4.3 CTE (later in agenda)

4.4 Curriculum Committee – Craig Kutil: Madeline sent statistics. The Committee has been very active. They are looking at certificate credit requirements and other items. There are possible changes to the approval process to simplify *non-substantial* changes (course titles, change of textbooks, etc.). Technical changes like these would be “consent” changes.

4.5 Accreditation Steering Committee – Tina Inzerilla: Working on the midterm report, a draft is due in February to Chabot and the District. Will come for Senate approval in April. Accreditation standards have been distributed to committees.

4.6 Faculty Hiring Prioritization Committee – Heike Gecox sent a report: The committee approved the emergency hire (history faculty) to replace Stuart's position. Attachment from Roanna Bennie: the top 5 positions are approved. Further information on how the new funding formula affects hiring. Question about how the dean replacement hire was an “emergency” where other retirement/resignation vacancies were not an emergency. Should the hiring committee consider other replacements along with “emergency” replacements? *There will be further discussion on this when Heike is here next meeting as new business.*

4.7 Faculty Association – Heike Gecox: Heike is in negotiations

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 (later in the agenda)

4.14 Student Senate – Kirstie Burgess: The homeless week will be extended as it was cancelled due to the school closure.

Regarding their request for extending the school closure due to air quality, they got 1096 signatures in 24 hours and were told “this wasn’t enough” although their previous outreach attempt for bylaw changes got 300 participants in a week of solicitation. There should be a policy on a threshold of student signatures needed for changes to be forwarded.

Should we add HEPA filtering systems to the facilities plan? Forward this to Bill Eddy (chair).

4.15 Treasurer – Kimberly Tomlinson: will provide an update on the Scholarship fundraising.

4.16 President – Melissa Korber:

4.16.1 Chancellor search committee: Interviewing next week; the chancellor forums will be held at the end of the semester. You can provide feedback via cards. The board makes the hiring decision, the committee makes recommendations.

4.16.2 Melissa supported the early efforts to close the campus due to air quality. Question as to why LPC and Chabot have to be closed identical days for emergency reasons. Students were supposed to be involved, but weren’t (Roanna was at a conference). Shared governance should happen with the acting administrator on campus. We need to look at the policy existing on this.

4.16.3 There will be a hiring committee for Vice President Academic Services. Melissa has asked for clarification on the number of faculty members needed from the Academic Senate. Request that faculty schedules be considered.

5. OLD BUSINESS – DISCUSSION

5.1 Changes to Distance Education Committee Structure: Charge and Membership (Christina Lee and Scott Vigallon)

a. 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.

This will be taken back to divisions, then voted on at the next Senate meeting.

5.2 Letter from Academic Senate: Request that Academic Senate submit a letter of support for Roanna Bennie; asking for respectful treatment and outlining the Academic Senate’s role in selecting the next president. Ashley and Tina are making a book on statements made to the Board of Trustees meeting when Roanna’s was appointed interim president until spring 2020. We want to include a letter of support from the Senate. This will be developed and presented at the next meeting.

Separately we do need to outline our role in the overall process. We appoint people to the committee, but need to be involved prior to this in writing the job description. We can write a resolution regarding considering non-PhD candidates. Or have Wyman attend a meeting and ask questions regarding the president search. *We will look at the hiring committee policy at the next meeting; Melissa will talk with Wyman to attend a meeting. The policy will be sent out with the agenda.*

5.3 Professional Development Committee recommendation regarding part-time faculty: further definition of “requirement of 3 accumulated years of service with LPC.” This will suffice for a definition.

5.4 Constitution and Bylaws Committee – Joel Gagnon. Introduce in January to Divisions.

5.5 SLPC Statement regarding District Integrated Planning and Budget – Robin Roy: Will get feedback from Rajeev on the changes. Discussion: The funds should be set aside for post-rollback (hold harmless) period. General desire for more specificity in the statement. Then this will be sent to divisions.

5.6 Board policy 4240 – Joel Gagnon: this will be removed from old business; it is in draft form with Chabot.

6. NEW BUSINESS

6.1 Curriculum Committee “Sunset Policy and Procedure” (Craig Kutil): This is aimed at making the catalog current and course outlines not older than 6 years. The catalog should not list courses that have been offered but not been scheduled for three years. Also if is offered but not been filled for 6 years, the course won’t be listed. This is tied into Guided Pathways requirements. The committee is exploring a new curriculum management system to replace CurricuNet. This policy and procedure will be included in Melissa’s report to divisions.

6.2 CTE Discussion – Vickie Shipman: It is recommended that we have a faculty CTE liaison to attend the meetings. Job description (draft) was distributed. Next year release time will be offered; hopefully the position will be filled next Spring.

What is happening in CTE (Career Technical Education)? Funds from Strong WorkForce are being received. Every year four projects are submitted, and have been funded. This year K-12 will receive Strong WorkForce funds. CTE has a collaboration with local (and Tracy) high school ROPs which will result in new projects.

With the new funding formula, it’s important to formalize the certificates.

Professional Development: any faculty attending a conference related to CTE may utilize these funds. Vickie will coordinate with Howard (PDC) on this. There is a state CTE conference in the spring, and a team should attend.

There is a defined list of CTE courses. These are listed on their website. CTE can transfer into colleges and universities. Many of the programs are both vocational and professional. Make sure to use the correct code; Craig can help with this.

7. GOOD OF THE ORDER

7.1 Announcements/Comments

8. ADJOURNMENT: MOTION TO ADJOURN: moved/seconded/adjourned

9. NEXT MEETING – DECEMBER 12, 2018
