

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 Present (voting):

Senate President: Melissa Korber

Senate VP: Tina Inzerilla

Senate Treasurer: Mark Grooms

ALSS: Julia McGurk, Marilyn Marquis

STEMPS: Jill Carbone, Richard Grow,
Teri Henson

BSBA: Rajeev Chopra

Counseling: Heike Gecox (FA),
Rafael Valle, Mike Schwarz

Part-time Faculty: Candace Brown

ASLPC Student Rep: Angela Toledo

Members Absent:

Rafael Valle

Guests:

Roanna Bennie, VP Academic Services
Craig Kutil

APPROVED Minutes

Presenter

1. GENERAL BUSINESS

Melissa Korber
Items 1-4

1.1 Call to Order/Quorum

Meeting called to order at 2:34 pm

1.2 Review and Approval of Agenda

MOTION to Approve Agenda

MSC: T.Henson / H.Gecox

MOTION to Reorder Agenda

Immediately begin after General Business with 6.1 then 4.5

VOTE: APPROVED

1.3 Review of Minutes from October 28, 2015

MOTION to Approve Minutes from October 28, 2015

MSC: M.Grooms / T.Inzerilla

Discussion: Plan for Senate Funding: Item 6.2 – Change last sentence to “December 9th by 11:59 p.m.” instead of “December 9th by 12 noon.”

APPROVE as Amended

VOTE: 1-Abstention / APPROVED

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.) – No comments

2. ACTION ITEMS

2.1 Third Tier Ranking from Faculty Hiring

Melissa Korber

Approve third tier rankings.

MOTION to APPROVE the rankings

MS: R.Grow / T.Henson / APPROVED

2.2 ASCC Hayward Award for Excellence**Melissa Korber**

Nomination letter from Senate in support of Randy Taylor.

MOTION to APPROVE letter from Senate
MSC: T.Inzerilla / H.Gecox / APPROVED

3. CONSENT ITEMS**Melissa Korber****3.1 OEI District Task Force**

Approval of faculty members on OEI District Task Force: Jim Gioia, Deborah Bauer, Ruth Hanna, Debbie Fields, Candace Brown and Vicki Austin.

MOTION to approve consent item
MSC: T.Henson / T.Inzerilla / APPROVED

4. REPORTS**4.1 Basic Skills Committee** – No report.**Ashley McHale/Michelle Gonzales****4.2 Curriculum Committee****Craig Kutil**

- A number of courses have been approved by the Curriculum Committee.
- Beginning in the Fall of 2017, Speech rubric (SPCH) will change to Communication Studies (CMSP).
- The Discipline List is still in the process of being updated. Deactivating courses to begin before the State level moves on to a new system.
- The position of Curriculum and Student Learning Outcomes Specialist has been posted.

4.3 Staff Development – No report.**Greg Daubenmire****4.4 Faculty Association****Heike Gecox**

A General Meeting was held on November 30 with more faculty attending than expected.

4.5 Student Senate**Angela Toledo**

- December 8 and 9, 2015: Prep-to-Pass event is in its second day and provides free tutoring for students needing extra help with studying for finals.
- December 8 and 9, 2015: Today was the last day for students to complete an ALSPC Survey and receive a free Pancake Breakfast hosted by the ASLPC.
- ASLPC Textbook Assistance Scholarship Program: Application deadline for students interested in applying in-person is December 10, and December 28 if applying online.

4.6 Treasurer**Mark Grooms**

Academic Senate Treasury Balance as of December 9, 2015 - \$1,968.54

The Academic Senate Scholarship Challenge is moving right along. Thus far, the BSBA division leads with having reached 90% of their goal, followed by ALSS at 48%, Counseling & Student Services next with 33.3%, and lastly STEMPS with 30%. The incentive for reaching the closest to their goal will be a student scholarship awarded in the name of the winning division. This friendly competition ends today at 11:59 p.m.

4.7 President**Melissa Korber**

- It was reported at the Board meeting that the District audit has been completed.
- At the last two Board meetings the PE faculty have been present to bring attention to the concerns they expressed at earlier Senate meetings. The Chancellor has agreed to look into their complaints, and a report by Dr. Barry Russell will be heard at the January 2016 Board meeting.
- Vice Chancellor Celia Esposito-Noy is leaving the District to become the Superintendent/President for Solano College. Her position at CLPCCD has been already posted.
- Carlo Vecchiarelli has been voted to serve as President, and Dr. Hal Gin as Secretary on the Board of Trustees during 2016-2017.
- The catalog is currently being reviewed to be updated. It contains the LPC General Philosophy and the list of Core Competencies. A question of whether these two sections were redundant was raised. The general philosophy lists a set of goals then is followed by the list of core competencies. At first glance it looks as if the competencies were added without reviewing the philosophy. The group reviewing the catalog noticed that through the years it seemed as if information was inserted without really looking at the surrounding content. Since changes to these areas is under the purview of the Senate the group would like some direction from the Senate. This item will be placed on the January Senate agenda for further discussion.
- In the past a “blanket” approval has been given by the Senate for curriculum approved by the Curriculum Committee. In January 2016, the Curriculum Committee will begin submitting a list of reviewed and approved curriculum to the Senate for formal approval. The Curriculum Committee is also looking at changing their meeting dates to the 1st and 3rd Monday of each month to provide the most updated list and have it presented as a consent item at the Senate meetings held on the 2nd and 4th Wednesday.
- The District Educational Services Committee is working on what it is calling the Completion Campaign. The committee will be looking at statistics to determine what would appeal to students. It is looking at the value a degree or certificate would provide to students, the opportunity to explore different areas without having to spend a lot of money, and the benefits of completion.
- Melissa Korber has asked Mark Grooms to represent the Academic Senate as the CTE liaison to the State. His approval by the Senate will be placed on the next Senate Agenda.

- Faculty are still needed to serve on the various hiring committees currently being formed. If interested, please contact Melissa Korber.

4.8 District Integrated Planning & Budget Committee

Rajeev Chopra

- The last information received regarding FTES indicated that enrollment for the Spring was strong. We are close to reaching the goal set for 2016-2017, which is 17191. It was DEMC's understanding that the District would be providing the funding for the colleges to reach their goals. At a DEMC meeting the Chancellor stated that the target should be 16878, which is about 320 below what the DEMC would like it to be. The colleges were basically told that funding would only be for 16878 but to strive reaching 17191. With a \$1.2 million short and both colleges not having any extra money to support adding classes and salaries for additional faculty, it is almost certain that in 2017-2018 the college will be on stability.
- The Measure B is ending, and in the very beginning some District costs were shifted and covered using Bond money that included IT costs of \$700,000. The District is now looking at adding this cost as a line item to Step 3A (common cost expenditures), which means that the colleges would then be paying for about 90% of what use to be the District's responsibility. There is a question of whether this amount should now be funded using rental revenue or one-time monies. This issue will be up for discussion in January.
- The District has received approximately \$7M from the State. Some of this funding will go towards the expected increases this coming year such as salaries, medical costs, retirement costs, and some funding will be held back for future costs. Discussion associated with how this money should be used was expected to be presented at this meeting, but it did not take place. There is a feeling that too much money is being held back at the District level under assumptions that have not been made clear to the colleges. The allocation model is not being used, and the District seems to be making the decision as to how much should be given to the colleges. This defeats the purpose of all the discussions that took place in developing the model.

Up for discussion in January would be the common cost (Step 3A), and what to do with Measure B expenses that no longer will be covered.

5. OLD BUSINESS – DISCUSSION

5.1 District-wide Strategic Plan

Melissa Korber

A brief recap of how the District Strategic Plan was developed and the work Rajeev Chopra, Rajinder Samra, Tina Inzerilla and Melissa Korber put into reviewing the plan and providing feedback was shared. The point person at the District who was in contact with Melissa is leaving her job and placed little interest in getting back to Melissa regarding the group's recommendations. In November the District-wide Strategic Plan went to Board as an informational item containing many inconsistencies, and very little of the suggested recommendations were noted within the document.

Chabot is not weighing very strongly in on what has happened, and Melissa asked if this issue should be pursued. Discussion indicated that it should be so that the college is not misrepresented. When a replacement is hired for the District's point person this matter should be broached, and made aware

that the District-wide plan contains fictional errors, was not vetted, and considered an unofficial document by the Senate.

5.2 Hiring and Personnel Issues

Melissa Korber

At the last meeting Vice Chancellor Wyman Fong from the HR department was present and answered questions related to HR issues from the faculty. One concern was not knowing who to contact for different HR issues, and since then information related to that has been sent. Also, the idea of having an HR representative come to campus to hear concerns and answer questions was positively received. A number of concerns were shared that the Vice Chancellor that he was to follow up on, although there was no mention of when he would respond. A suggestion was made to follow up in writing and list those concerns asking the Vice Chancellor when the Senate could expect a reply.

5.3 District Policies AP/BP 4020

Teri Henson

It has been difficult for the group to meet this semester due to incompatible times. It was decided to restart in the Spring semester with just a small number of those involved and slowly bring in the entire group. This is an important issue and waiting until everyone can meet would just add to the delay in bringing forth the Senate's concerns and/or recommendations.

5.4 Accreditation and Roles of Faculty, Current and Future

Melissa Korber

A task force will be formed in the Spring semester to look at faculty roles and reassigned time. The group will include Melissa Korber and the VP of Academic Services. Anyone interested in being part of the task force can contact Melissa.

5.5 Ad Astra

Melissa Korber

Not much has happened since Ad Astra's presentation at the last Senate meeting. The President has said that he would go with the recommendation from the CEMC, which has not yet made a formal recommendation.

6. NEW BUSINESS – DISCUSSION

6.1 Middle College

Roanna Bennie

VP Bennie stated that there is a class of 25 high school students from the Tri-Valley that are meeting on our campus. They are high school juniors who complete a minimum number of high school hours here at the college in the morning, and in the afternoon attend the college classes they are enrolled in. This program is supported by the Tri-Valley ROP, and Cathy Frazier is the Director. Next year a second group of high school juniors will begin, and this year's students will move onto their senior year under the same program. The program is aimed at students who are not engaging with high school or their learning style does not fit well with high school. They can be students who are bored and feel that participating in this program is what they need, and is not necessarily aimed at high achievers. The process for entering the program is lengthy and many who apply do not get in.

There was discussion of faculty not being made aware of the presence of Middle College students or any details about the program prior to the beginning of the Fall Semester. With classrooms space always an issue, it did not seem right for faculty to arrange their class schedules to accommodate high school students taking over classrooms. Since a consensus was not met among faculty members

before they were made aware of Middle College, this might be perceived as something administrators have brought forward without the faculty's knowledge, so there may be some resistance.

The only way faculty are made aware Middle College students are enrolled in their class is if the student identifies themselves as being part of the program. Also, faculty may already have high school students in their classes who are not part of Middle College. Students who receive permission to enroll can sign up for courses and take whatever classes they would like. Middle College students select classes from our schedule, they do not pay tuition, and the college receives funding from the State.

A concern from one Senator was that Middle College students enrolled in basic skills Math at the college would be better off taking Math at the high school because the curriculum is far richer than what the college offers. It was explained that there is a specific counselor that works with each student to make sure their placements are correct. Assessments are done and everything is laid out to the student and parents and the decision is their own.

There were concerns regarding high school students being underprepared for college and not socially mature for a college environment. These students participate in the AVID (Advancement Via Individual Determination) program that is offered by the high schools. The AVID program covers information related to transitioning from high school to college. The high school students accepted into Middle College have permission, applied for entrance, and were accepted. The rate and level these students reach is not always at the same pace.

Some classes use chemicals, which was seen as a concern with regard to students not having had that type of experience in high school. A faculty member aware of high school students in these types of classes would be able to better prepare making the experience for the high student better and safer.

Also, priority registration for high school students was seen as potentially taking the seat of a current matriculated student at the college. What are the benefits to the college of having this program? The primary benefit was seen to the student as being in a program that works for them. Other benefits was the connection established by the college to the high schools, the community, Tri-Valley ROP, and additional enrollments.

A comment was made regarding Middle College students and not knowing their participation until they self-identify. It was mentioned that the same is true for students who participate in other programs such as DSPS, EOPS, or have other situations. Having shared their comment the Senator found that they could not weigh in on the Middle College program. This Senator was also familiar with the AVID program and was a former participant. At that time the high school class on campus was considered "home base" with focus on study skills. With the AVID program placing focus on study skills, this individual felt that in many ways AVID students could be better prepared than some other students.

Counseling Middle College students was brought up. Some faculty were concerned that counselors were being taken away who would normally make themselves available to other students also needing assistance. It was stated that just as there are trained counselors who work with specific

groups of students (DSP&S, Veterans, etc.) there is one specific counselor for these high school students. It was suggested that knowing the name of that particular counselor would be helpful and help form a connection, if a situation came up where the counselor needed to be contacted.

A suggestion to provide more details related to Middle College and have this presented at the first Town Meeting of 2016, or perhaps in the Fall when the second cohort is to begin was made. Also, having discussions at division meetings would be helpful since some individuals are unable to attend Town Meetings.

VP Roanna Bennie will follow up with the concerns, suggestions, and comments presented.

6.2 Committee Process

Melissa Korber

At a previous Senate meeting the committee process for selecting members was presented, and the Counseling/Student Services area reported theirs at this meeting. Mike Schwarz mentioned that one faculty member had a concern related to short term committees (i.e.: task force) and how those members are selected. This individual felt that volunteers would generally come from someone attending a Senate meeting, eliminating the opportunity to allow others outside of the Senate to participate. As far as the shared governance committees, faculty felt that the same opportunity was offered to everyone when committee membership was being formed.

6.3 Academic Freedom

Melissa Korber

The Academic Freedom Statement in the catalog will need to be revised. With helping set some guidelines for a new statement, Chabot's catalog and the Board policy will be reviewed. Discussion will continue in January.

6.4 Curriculum Approval

Melissa Korber

Beginning in January 2016, any curriculum reviewed and approved by the Curriculum Committee will be presented to the Senate for formal approval.

7. GOOD OF THE ORDER

7.1 Announcements/Comments

- Melissa Korber – There is a concern that the Library will not have enough money to maintain and risk having many of its DVD's, books, databases, and other services the library currently provides. There are many individuals on campus who are in support of the Library maintaining these services. This issue is something the Senate can weigh in on and the idea of writing a resolution in support of the funding for the library was mentioned. This issue will be up for discussion in January.
- Teri Henson – The Division Organization Task Force will be presenting their recommendation to the Senate in January. The recommendation will then move through the shared governance process, with the President then making the ultimate decision.
- Heike Gecox – The ASLPC advisor was contacted and asked if someone was available to conduct a tour for a group of high school students. Angela Toledo (Student Rep on the Academic Senate)

stepped forward. The group came back with many positive comments and were pleased with having had a tour from a student's perspective. Thank you ASLPC and Angela Toledo!

8. ADJOURNMENT – 4:37 p.m.

MOTION to Adjourn

MSC: T.Inzerilla / M.Marquis / APPROVED

9. NEXT MEETING – January 27, 2016