



COLLEGE COUNCIL MINUTES

April 22, 2021 | 2:30 – 4:30 p.m. | Confer Zoom

Meeting Minutes

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 life-long learning.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ 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.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

College Council

Quorum: 10

Non-Voting Members:

Dr. Dyrell Foster, President (Chair)

Members Present (voting):

Dyrell Foster, Interim V.P. Student Services

Kristina Whalen, VP Academic Svcs & Accred.

Steering Cmte

Anette Raichbart, V.P. Admin. Services & Budget Development Cmte

Rajinder Samra, IPEC

Titian Lish, Resource Allocation

Kristy Woods, Guided Pathways

Sarah Thompson, Academic Senate President

Craig Kutil, Academic Senate VP

Thomas Orf, Faculty Association

David Rodriguez, Classified Senate President

Jean O'Neil-Opipari, Classified Senate VP

Mike Alvarez, LPC SEIU

Members Absent:

Mike McQuiston, Technology

Mike Ansell, Facilities & Sustainability

Saba Salehifar, LPCSG President

Esmaa Elgarguri, LPCSG V.P.

Guests: Jin Tsubota, Amy Mattern

1. Call to Order

Dr. Foster called the meeting to order at 2:32 p.m.

2. Review and Approval of Agenda

Ms. Woods/Mr. Rodriguez/request to add "RAC Tri-Chair" to the agenda under "Information Items"/unanimous.

3. Review and Approval of Minutes (3/25/21)

Ms. Woods/Mr. Rodriguez/unanimous.

4. Action Items

• **Dual Enrollment/KIN Classes:**

Ms. Thompson/Ms. O-Neil Opipari/unanimous.

• **BPs and APs**

- AP 3435 Discrimination and Harassment Complaint Procedures

Ms. Woods/Ms. Lish/unanimous.

- BP 5130 Financial Aid

- AP 5130 Financial Aid

- AP 5203 Lactation Accommodation

- BP Students 5400 Associated

- AP 5400 Associated Students

- BP 5410 Associated Students Elections

- BP 5420 Associated Students Finance

- AP 5420 Associated Students Finance

- BP 5430 Co-Curricular Activities

Mr. Kutil/Ms. Woods/one abstention.

- AP 6625 Art Exhibits and displays in Public Places

Mr. Kutil/Ms. Thompson. The AP is on hold at the District pending additional review. The AP will be brought back to College Council once it is reviewed again at the District. Unanimous.

It was questioned whether there are any Classified Professionals on the Art on Campus Task Force. Liz McWhorter represents Classified Professionals. There are also two students on the Task Force.

5. Old Business

- **COVID-19 Update:** Dr. Foster reported that we continue to see a few positive cases at the campus and communication of those will continue. The District is waiting to see how the State responds to the elimination of the Governor's tiers. CSUs are requiring vaccinations of staff and students for all of their campuses. It was questioned whether Alameda County Department of Health will have a vaccine mandate. No one is willing to make a sweeping mandate.
- **Reopening Considerations and Plans Update:** Dr. Foster indicated that District-wide conversations are ongoing. VP Whalen indicated that the focus of the work on the Task Force has been to put into place communication that explains where the focus of safety protocols have been as well as getting classroom inventory accurate. Governor Newsom's color-coded tier system may be eliminated on June 15 and the District is discussing how to respond to that. The District is operating under Cal OSHA regulations and shifting the language from capacity of classroom to how many people can be allowed based on guidelines of feet and distance. Students can be four feet away from each other and the inventory is being calculated on that measurement.
- **CARES Update:** VP Raichbart indicated that LPC has received two portions of CARES money and an ARP – American Recovery Plan – hasn't gone through Board yet, but is expected to come our way. The first portion allocated to us and been pretty much exhausted. You can find those expenditures on the Administrative Services web site. Focus now is on how much lost revenue we have and how much can be recovered. The Student Health Center will be acquiring about a thousand units of vaccine for staff and students to be ready by June at no charge. Mr. Rodriguez asked about covering work-related costs at home. Dr. Foster asked if there are needs that have not been covered. VP Raichbart indicated she believed they did a good job of covering the items and has not heard about any losses that haven't been covered.
- **Budget Update:** VP Raichbart reported that total expenses overall for the year is 76%. Last year at this time, it was 81%. Ms. Thompson shared her frustration with the District PBC meetings. She has a sense that LPC is having a small voice and attributes that to the fact that we are so effective at our own on-campus Budget and Planning meetings that we go in with goals and ideas and are ready to hit the ground running; however, there is a belief shared by several College Council members that Chabot is dominating the meetings because they have not done their due diligence before the PBC meetings, which is frustrating and slowing down the process. It was asked that this frustration be shared with Chancellor Gerhard and VC Nicholas. Specifically, College Council members asked that:
 - District PBC members be given whatever worksheets will be used in the meeting in advance as well as being given a hard copy of items being discussed;
 - Requests be made that all sites go through certain tasks before the District PBC meetings;
 - Chancellor Gerhard and VC Nicholas provide questions to the committee members prior to the meetings to allow the site discussions to occur which could then result in more effective District PBC meetings.

Dr. Foster agreed to bring this request to the District.

- **2019-2020 Shared Governance Committee Tasks:** No update to report. Ms. Thompson and Mr. Samra are still reviewing the committee tasks.

6. New Business

- **New Marketing Certificate:** Mr. Patterson presented the Marketing Certificate of Achievement PSLOs, Program Goals and Objectives, Catalog Description, Career Opportunities, and Program Mapping Template. He also presented the Advertising, Marketing, Promotions, and Sales Managers information from Career Coach.
- **Accreditation: ISER:** Dr. Foster thanked VP Whalen for her leadership and those individuals on the Accreditation Steering Committee. He indicated that the ISER, our self-evaluation report, is due by December 15, 2021 according to our liaison with ACCJC which is in preparation for a team ISER review on February 24, 2022. Dr. Foster would like to ask the District to make a formal request for an extension from December 15 to February 24 to allow the report to be vetted and approved by our Board of Trustees. This will shorten the ACCJC evaluation time, but provide the District and Colleges with additional time.
- **2021-22 Shared Governance Worksheets**
 - **College Council:** The committee reviewed the charge, reporting structure, and membership. Discussion occurred regarding having the CTE chair added to College Council membership in the fall. The CTE committee will be a sub-committee of Academic Senate but for the last several decades, leadership of the Senate has not traditionally been CTE faculty per Ms. Thompson. Including CTE membership in College Council will be included on the agenda for the first College Council meeting in the fall. The committee also reviewed the tasks completed for 2020-2021.
 - **Basic Skills:** Council members reviewed the name change (Math and Language Equity and Achievement) and updated charge and reporting relationship.
 - **Curriculum Committee:** Council members reviewed the updated charge.
 - **Guided Pathways Steering Committee:** Council members reviewed the updated charge.
 - **Professional Development Committee:** Council members reviewed the change to membership.
 - **Program Review Committee:** Council members reviewed and agreed to remove the “Administrative Unit Outcomes (AUOs) and the Student Services Administrative Outcomes (SAOs) from the Shared Governance Handbook for this committee as it does not apply.
- **2020-21 Shared Governance Committee Tasks:** Completed tasks for 2020-21 were included in the handouts. Review of those tasks may be completed by members of College Council at a future date.
- **BPs and APs for May**
 - BP 5050 Student Success and Support Program
 - AP 5050 Student Success and Support Program
 - BP 5220 Shower Facilities for Homeless Students
 - AP 5220 Shower Facilities for Homeless Students
 - BP 5300 Student Equity
 - AP 5300 Student Equity

- BP 5500 Standards of Student Conduct
- AP 5500 Standards of Student Conduct
- BP 5530 Student Rights and Grievances
- AP 5530 Student Rights and Grievances

7. Information Items

- BPs and APs for August/September 2021
 - BP 5016 Transfer of Units from Other Colleges
 - BP 5031 Instructional Materials Fees
 - AP 5031 Instructional Materials Fees
 - BP 5052 Open Enrollment
 - AP 5052 Open Enrollment

The above BPs and AP are scheduled to be reviewed at the District in the August/September 2021 timeframe.

8. Updates

- LPC Student Government: Ms. Salehifar indicated that the Market was held on Tuesday and they handed out over 154 bags of groceries. She reminded Council members that they may sponsor a program support initiative which would allow Student Government to donate money to different departments to help students. The submission deadline is Friday. She asked that instructors urge students to vote in the LPC Student Government elections, the deadline is April 25. Student Government is also offering a photo editing workshop this Friday at 4:30 p.m. where they'll be giving tips on graphic design as they recognize that there is an increase in the number of flyers being created.
- SEIU: no update.
- Guided Pathways Committee: no information to report.
- Faculty Association: no information to report.
- Academic Senate: Ms. Thompson announced that the Academic Senate has officially changed their executive board structure. Starting next year, they will have a President and a President-elect position. The President-elect position comes with reassigned CAH. The position will shadow the President for a year, learning the job and meeting people before taking on the role of President. This should shorten the learning time. They are working on a slate to get out to faculty for voting of the President-elect position.
- Classified Senate: Mr. Rodriguez shared his appreciation for working with College Council members. The Outstanding Classified Professional of the year has been selected and will be announced at May's Town Meeting. The Classified Senate is going through the process of reviewing some of their bylaws. They've extended the deadline for the elections. Classified Professionals are being encouraged to sign up to attend the Classified Leadership Institute at the State level. Funds are available to support this. Nominations are being solicited for the next District-wide CLIP cohort.
- VP Academic Services: VP Whalen indicated that Elizabeth McWhorter was selected as the new Curriculum and SLO Specialist. VP Whalen is also working to get the College Catalog completed with a goal of posting it online the first week in May.
- VP Administrative Services: VP Raichbart indicated that they are actively starting the closing-of-the-books process and winding down the fiscal year. The PO deadline is over and they are not opening any new POs at this time per District orders.
- VP Student Services: Dr. Foster indicated he will be moving a name forward as the new VPSS for the May Board. The new person will begin July 1. Dr. Foster applauded our Outreach Team who has been doing amazing work to increase enrollment. Over 100 families attended the two LPC Information

Nights recently.

- Accreditation Steering Committee: no additional information to report.
- Budget Development Committee: no additional information to report.
- College Enrollment Management Committee: no information to report.
- Facilities and Sustainability Committee: no update.
- Institutional Planning and Effectiveness Committee: Mr. Samra reported that there will be one last meeting in May. The Educational Master Plans were approved at the April Board meeting.
- Resource Allocation Committee: no report.
- Technology Committee: no report.

9. Good of the Order: none.

10. Adjournment: 4:29 p.m. Mr. Kutil/Ms. Woods/unanimous.

11. Next Regular Meeting: May 13, 2021, 3:30 p.m. (note start time)