



ACADEMIC SENATE MINUTES

May 13, 2020 | 2:30 – 4:30 pm | via ZOOM – information at the end of agenda

Agenda Item

LPC Mission Statement

Las Positas College provides 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.

Academic Senate Quorum: 9

Non-Voting Members:

President: Sarah Thompson
Past President: Melissa Korber
Parliamentarian: Craig Kutil
Student Government: Michelle Diaz-Nava
Admin. Assist.: Rifka Several

Voting Members:

Vice President: Elena Cole
Secretary: Bill Komanetsky
Treasurer: Ashley Young
SLPC: Robin Roy, John Rosen
A & H: Catherine Suarez, Natalie Keller, Katie Eagan
STEM: Darcy Ernst, Michael Peterson, Segal Boaz, Alain Olavarrieta
BHAWK: Marsha Vernoga
Counseling: Jill Oliveira
Part Time Representatives: Jeff Judd, Kate Bennett Faix

1.0 GENERAL BUSINESS (S. Thompson)

- 1.1 Call to order/establish quorum: Meeting called to order at 2:34 pm
- 1.2 Approval of agenda: Motion to approve the agenda: moved/seconded/request to move 6.6 after Public Comments/ motion to approve reordered agenda: moved/seconded/approved
- 1.3 Approval of minutes – April 22, 2020: Motion to approve the 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 act on these items.* Bill Komanetsky has to leave at 3 pm, so he made the following Good of the Order comment: the District Technology Committee is working on a replacement to the existing system. He wants to avoid further disruptions and advocates that any change being made consider implementation and end user issues.

6.6 Proposed Updated Division Summary (Karin Spirn): Karin shared the "Division Summary Process for 2020-21" (attached). The change would be that the program review members would work with division deans to write the summaries. Currently the deans write the summaries after this meeting. Question about the LPC division not having a dean: this needs to be considered. *This will be an action item for next meeting.*

2.0 ACTION ITEMS (S. Thompson) Motion to approve action items 2.1 through 2.6: moved/seconded/approved

- 2.1 BP 2735 Board Member Travel
- 2.2 BP 2740 Board Education
- 2.3 AP 2740 Board Education
- 2.4 BP 2745 Board Self Evaluation
- 2.5 BP 2750 Board Member Absence from State
- 2.6 Wildfire Smoke and Air Quality Policy and Procedure

3.0 CONSENT ITEMS (S. Thompson) Motion to approve consent items 3.1 and 3.2: moved/seconded/approved

- 3.1 Curriculum Committee approvals 5.4.2020 (attached)
- 3.2 Curriculum Committee approvals 5.20.2020 (attached)

4.0 REPORTS

4.1 CTE Committee (Melissa Korber): Sarah thanked Melissa for her work on this committee. Melissa sent and presented the following report:

Perkins Transition Year; 20/21 Funds

Perkins V Advisory Committee training held via zoom on April 23, 2020 with over fifty participants; Breakouts to determine strengths and weaknesses to be written in the Local Plan. Local Plan due 6/15/20. Local Plan including budget to meet the gaps identified at the advisory meeting. More information to come in the next weeks. Vicki working with Chabot's Kristin Lima and the Perkins Consultant to develop the district-wide plan.

20/21 Allocation

- Total CLPCCD Students: 13186; 100%
- Total LPC Students: 4891; 37%
- Total Chabot Students: 8295; 63%
- Total CLPCCD Funding: \$1,060,028
- Total LPC Funding: \$393,190
- Total Chabot Funding: \$666,838

*Strong Work Force 20/21 Funds**20/21 Funds to be Released mid-June*

Status Quo with local funding faculty positions included WRKX and Paramedic; funding Administrative positions including Public Safety Manager; funding Classified positions including Career Center Coordinator and STEM Coordinator; other projects/needs to be identified.

High School/Adult School Articulation CATEMA Statistics

- 16 Schools
- 51 Teachers
- 74 Classes/Courses
- 1031 Students
- ~3000 Credits to be Awarded

Handshake (Virtual Career Center)

Replacing College Central Network with Handshake creating a Virtual Career Center to better serve students.

Outreach Activities

Outreach Specialists – Retention Project (over 450 students contacted); Virtual Events – Two General Sessions completed, planning for several more with nine CTE Program Spotlights this week and next; Enrollment/Recruitment Project – obtaining list of students that enrolled but did not register to reach out to for registration encouragement.

- 4.2 UndocuAlly Task Force (Alain Olavarrieta): They have met through the semester; there may be a “Dreamer” liaison through state mandate. A classified member can be converted to this position, and SEIU is involved. A clear job description has been requested for this position. Some federal aid has been denied to undocumented students; please refer them to the Task Force for aid questions. Planning is proceeding for LatinX Heritage Month, with two scenarios (virtual or in person). The next UndocuAlly Task Force meeting is August 24; email Alain if you would like to join.
- 4.3 Curriculum Committee (Craig Kutil): There will be one more committee meeting to review summer courses identified by VPs or deans as questionable for online delivery. Two summer sessions will be offered with online registration sent out Monday. Reminder: use the updated CurricuNet form. It is important to describe effective contact that is instructor initiated.
- 4.4 Educational Master Plan updates (Rajinder Samra): This task force meets weekly and offers multiple discussion opportunities for goals and strategies. Their meetings will continue over summer with the goal of having the plan ready for Convocation.
- 4.5 CEMC/DEMC Committee (Tom Orf): Sarah reported for Tom: The chancellor rejected the productivity proposal saying it was too low. This will require changes to the FTES, eliminating approximately 20-25 LPC classes (and not only low enrollment classes). Every discipline will be affected, and attention will be paid to criteria for programs. There is a projected 2 billion shortfall for 2020-21, which will be a 20% system reduction for the district.
- 4.6 Faculty Association (Heike Gecox): Negotiations continue and they met last week. A calendar of dates is proposed for meeting throughout the summer. A goal is having faculty be paid for the required online course training, which continues to be priority. Given the budget numbers there will be cuts across the board. FA is outlining faculty needs.
- 4.7 Professional Development Committee (David Powers sent this report):

1-Next year we will be adding a new classified professional voting member to the committee from business services. The Classified Senate will appoint this person.

2-Due to Covid-19 restrictions, there are no new conference requests.

3-President Foster discussed the uncertainty of how the Fall semester will look (classes being face-to-face, online, or some mix of the two) and consequently we currently do not have a clear picture of how the Fall flex day will be presented. After much discussion, it was the recommendation of the committee to convert both the fall and spring flex days to regular academic teaching days. The consensus was that this would be the best to meet faculty needs. This recommendation was brought to Tom Orf so that the FA could discuss it with the district. After the meeting, David reached out to his PDC counterpart at Chabot. They currently have not discussed the situation but have added it to the agenda for their next meeting. Depending on what is decided between the FA and district, the PDC may hold a meeting on June 8th to discuss options.

4-Approximately \$2100 remain unallocated in the PDC Budget. Anyone with outstanding conference expense forms must submit them immediately for payment.

5-New faculty are meeting with Jeremiah Bodnar (Honors Program), Josue Hernandez (Student Government/Club Advising), and Kristy Woods (Guided Pathways) to discuss ways to get more involved. Finally, Dr. Foster will give a presidential send-off.

- 4.8 Planning and Effectiveness Committee (Rajinder Samra): They will be reviewing the budget process, based on a survey that was conducted. The Spring 2020 data regarding withdrawals (8%) will be examined. There is a potential new college planning priority: to coordinate resources to support online instruction.
- 4.9 SEA Committee/BaSK (Shawn Taylor): Their committee defined “equity” for LPC and is proceeding on methods to achieve this. This will go to College Council after being voted on. The committee is expecting 80% of last year’s budget so their 2020-21 program will be focused toward on-campus activities. Sean is working on a grant to support first-time students not US-born. Sarah said that Sean would be an asset to the district professional development committee.
- 4.10 Treasurer (Ashley Young): No updates.
- 4.11 President (Sarah Thompson):

The number of district committees she is attending has doubled, in the “emergency” and “transition” areas. Sarah notes that decisions can be, and are being, made quickly.

In the Educational Master Plans there should be similarities in both colleges, and the district master plan should be developed from the college plans. There was a request for postponement of the district master plan, which was made for only two weeks. This was challenged, and the postponement may last through the summer.

We now have a district-wide hiring freeze to eliminate layoffs. Sarah advocated for the DSPS counseling positions, but this was turned down.

What can we expect? It is unlikely that budgets will be cut by 20%. The state deals with shortfalls by (1) no COLAs and (2) reductions of categorical programs. A workload reduction will happen (cancelling classes and layoffs of part-time faculty). There is the possibility of a cash deferment: payments made later, which allows districts to borrow money (for example, from bonds).

The SCFF lobbying team added three southern California colleges.

Question about delays in the bond construction: this should not be affected as it is already contracted.

The District does not have a CFO; Ron has experience but this is a position that is part of the hiring freeze.

5.0 OLD BUSINESS (S. Thompson)

- 5.1 Decision on Classified Professional Appreciation Event (Ashley Young): Some of the classified professionals are on campus during the summer. Ashley will report at the next meeting.
- 5.2 Planning for Fall – Professional Development (Sarah Thompson): We have not yet prioritized online training for faculty. This investment will make our district more competitive. The proposal pays mentors, and every faculty member will receive training between 6 and 24 hours. This is a big investment. There is a goal to define what type of training is needed, and form a district plan including ADA, equity, utilization of new software, and more. The structure is mapped out, and negotiations are taking place about compensation for mentors and faculty. There will be multiple sessions held over the summer: six weeks, three weeks, and self-paced. OEI is offering a teaching institute. Question about Chabot’s professional development plan: this is part of the negotiations about the funding; their plan is more expensive.
- 5.3 Extended Grade Submission Date (Tamica Ward): This was discussed in previous meetings and faculty are emailing Sarah with this request. Recently the district extended by one day (May 27) because prerequisites have to be checked for students’ class choices. These processes need to be completed before June 1. Sarah thanked Tamica for this consideration for faculty needs.

6.0 NEW BUSINESS (S. Thompson)

- 6.1 Academic Senate Elections: Sarah shared the Election Committee Procedures from the Academic Senate Constitution. The Senate needs to change the date for the submission of the slate of officers to June. Nominations from divisions can be requested next week, and brought to the May 27 Senate meeting. Bill, Craig and Ashley are willing to continue to serve, but please ask for nominations. Question about forming a nominations committee to solicit nominees: Elena and Michael Peterson volunteered. Question about online voting: Sarah will ask Chabot how they conducted this last year.
- 6.2 Executive Board Powers: The Chabot Senate will continue to meet over the summer. Sarah notes that there will be board policies, budget updates, the educational master plan and other important decisions to be considered this summer. Discussion about various models for these meetings, and adhering to the Brown Act. Craig advises scheduling the regular meetings and cancelling if there are no decision items. June 24 and July 22 will be update meetings. Decision to continue to schedule Academic Senate meetings over the summer. Rifka will send out an invitation for your calendars.
- 6.3 Fall Planning – Enrollment Management and Remote Options: This decision is imminent; most likely all classes in the Fall will be remote with the exception of target populations (students who cannot make the transition to online) and hard to convert classes. Cares funds may be used for the necessary socially distanced classes. Question about using the amphitheater for testing? Sarah will forward this idea to Christina Lee. Question about teaching target populations: faculty would have to register their interest, but the chancellor will make the final decision.
- 6.4 Fall Flex: Flex is not required for next year; it has been suspended by the chancellor's office. Question about clarifying mandatory and variable flex requirements, and how this affects these contractual obligations.
- 6.5 LPC Budget Committee: This is a new committee now in the College Council approval process, who will act as a direct liaison to the district budget committee. This is especially important due to the upcoming budget cuts. This committee has a shared governance model for members.
- 6.6 Division Summary Process (Karin Spirn) – REQUEST TO MOVE THIS TO AFTER PUBLIC COMMENTS, DUE TO PRC MEETING AT 3 PM

Motion to table the APs and BPs below to the next meeting: moved/seconded/approved (note they are posted on the Academic Senate website, Agendas and Minutes, for the May 13th meeting)

- 6.7 AP 4225 Office Revisions
- 6.8 BP 4225 Office Revisions
- 6.9 AP 4227 Repeatable Courses
- 6.10 AP 4228 Course Repetition – Significant Lapse of Time
- 6.11 AP 4229 Course Repetition – Variable Units

ADDITIONS TO PREVIOUS AGENDA:

- 6.12 BP 4040 Library and Learning Support Services
- 6.13 BP 4030 Academic Freedom
- 6.14 BP 40427 Travel Study Programs
- 6.15 BP 3050 Institutional Code of Ethics

- 6.16 AP 3050 Institutional Code of Ethics
- 6.17 BP 3100 Organizational Structure
- 6.18 BP 4010 Academic Calendar
- 6.19 AP 4010 Academic Calendar
- 6.20 BP 4020 Program Curriculum and Course Development
- 6.21 AP 4020 Program and Curriculum Development
- 6.22 AP 4022 Course Approval
- 6.23 BP 4024 Program Revitalization/Discontinuance
- 6.24 AP 4024 Program Revitalization/Discontinuance
- 6.25 BP 4025 Philosophy and Criteria for Associate Degree and General Education
- 6.26 AP 4025 Philosophy and Criteria for Associate Degree and General Education
- 6.27 BP 4100 Graduation Requirements for Degrees and Certificates: changes will need to be made for auto-awarding degrees and certificates. These will be looked at during the next meeting.
- 6.28 AP 4100 Graduation Requirements for Degrees and Certificates
- 6.29 BP 4070 Auditing and Auditing Fees
- 6.30 BP 4060 Delineation of Functions Agreements: Noncredit Education
- 6.31 BP 4050 Articulation

7.0 GOOD OF THE ORDER

- 7.1 Announcements: Heike Gecox: Faculty hiring prioritization is meeting tomorrow for an emergency hire; they want to document the need for positions even during the freeze.
- 7.2 Meetings: **Next meeting Wednesday, May 27, 2:30 – 4:30 pm via Zoom.**
- 7.3 Adjournment: Motion to adjourn: moved/seconded/approved

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