

## Meeting Minutes

### 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/SAOs and integrate assessment of SLOs/SAOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

### Meeting Name

#### Members Present:

Melissa Korber, President  
 Tina Inzerilla, Vice President  
 Kimberly Tomlinson, Treasurer  
 Vicki Pabley  
 Meghan Swanson  
 Cindy B. Rosefield  
 Ashley Young  
 Robin Roy  
 Joel Gagnon  
 Heike Gecox  
 Greg Daubenmire  
 Steve Navarro  
 Angella VenJohn  
 John Rosen

#### Members Absent:

Catherine Suarez  
 Jasleen Gill

#### Meeting Guests:

Michelle Gonzalez	Scott Vigallon
Karin Spirn	Nessa Julian
Christina Lee	Sean Prather
William Garcia	Vicki Shipman

#### 1.0 GENERAL BUSINESS

- 1.1 **Call to Order/Quorum.** Ms. Korber called the meeting to order at 2:34 p.m.
- 1.2 **Approval of Agenda.** The agenda was approved as presented.
- 1.3 **Review and Approval of Minutes:** The minutes were approved with changes. **(Gagnon/Rosefield). All in favor.**
- 1.4 **Public Comments:** None.

#### 2.0 ACTION ITEMS. None.

**\*Ms. Korber would like to move agenda items 4.2, 4.3 and 6.4 up in the meeting. Agreed upon by members. Motion to approve (Tina/Steve). All in favor.**

#### 3.0 CONSENT ITEMS

- 3.1 **Curriculum Approvals from October 2, 2017**
- 3.2 **Las Positas College Curriculum Changes, Fall 2017 (Inzerilla/Young) All in favor.**

#### 4.0 REPORTS

**4.2 Program Review.** Due 10-16/17. The program Review Committee would like to give PR readers more time to provide feedback to Deans and individual disciplines. Division committees to send feedback. Give them more time; necessary for getting feedback and will be easier to get feedback that way.

**4.3 Institutional Planning and Effectiveness.** None.

**4.4 Distance Education and 6.4 Online Educational Initiative.**

Scott Vigallon and Chris Lee presented recommendations that the DE committee believe would help increase student success, promote high quality instruction and meet new accreditation standards for online learning. The senate discussed the difference between mandating and recommending these standards. Discussion occurred around funding and resources to assist faculty in the design and implementation and training of high quality DE courses. What is happening with the money savings from the conversion from Blackboard to canvas? On TCC agenda to discuss. All colleges should adopt standards. In 2015 State Academic Senate adopted resolution. Las Positas should adopt in 2017. LPC Success/retention numbers for DE are still lower than face-to-face classes, but need to attempt to raise or surpass those. Should "recommend" not "mandate". You cannot force people to be trained to teach online. There should be standardization across community colleges for online classes. LPC retention rate is on par or just under statewide numbers. Other colleges are already implementing new standards. The English dept. has a committee to research concerns with success/retention rates in DE courses. A model course template is available and is aligned with the recommended rubric.

Math classes are seeing high success with partial hybrid classes. Feedback from Academic Senate is positive, and LPC is striving to recommend instead of mandate at this point. Last year: 329 sections, 10,000 enrollments. Academic Senate (Korber, Spirn) will draft recommendation and bring back to next meeting.

**Basic Skills.** Implementation of Multiple Measures for English assessment has had a significant impact on students placing into college level English. The number of basic skills English courses offered has significantly decreased. English Placement based on GPA ~~and last class completed in high school~~. Combo of C or better with GPA will give placement. Students need to self-report on the assessment. Math is beginning implementation of Multiple Measures. Smartshops workshops are reaching many students. Any ideas for marketing, send to Michelle Gonzales by 10/20/17.

**\*Ms. Korber would like to move agenda items 5.4 to this point in the meeting. Motion to approve. (VenJohn/Young). All in favor.**

**5.4 Student Code of Conduct: Stalking. Sean Prather and VP Garcia addressed the academic senate regarding the Student Code of Conduct and stalking.** If faculty/staff/students feel threatened in any way or feel they are a victim of stalking (or any threat), contact Campus Safety 24/7. Regardless if it meets the criminal definition of stalking, Campus Security will take a report and follow up. If the elements are there, they will contact police. If it is a student in question, VP Garcia will be notified to start an investigation into Code of Conduct discipline. California Penal Code § 646.9 defines stalking. Sometimes stalking is actually harassment. Student will not be removed unless there is an immediate threat. Garcia will interview student and anyone who has first hand knowledge of the situation. The Student Code of Conduct is online. Students must abide by it. Garcia can suspend a student up to two years. He can recommend complete expulsion to the Board of Trustees. Garcia would like faculty input on the Code of Conduct; he feels things are missing, and it's confusing. Tomlinson, Korber, and possibly Sarah Thompson will look at District board policy. How can faculty feel as if they're protected after one faculty member resigned due to being stalked and didn't feel she was being protected? Previously, Prather has removed students from campus; faculty have been able to get a restraining order for criminal stalking. Sean has had faculty followed by plain-clothes officers to make sure they're safe as well as had them sit in classes. Need to differentiate between troubled and criminal. Mental health is usually involved. Work group needed for fine refining of the Student Code of Conduct.

**4.5 Faculty Association.** General meeting 10/30/17.

**4.6 Student Success. Discussed in other areas.**

**4.7 CTE Liaison.** Scott Miner not in attendance.

**4.8 Student Senate.** Jasleen Gill not in attendance.

**4.9 Treasurer.** Fall Senate fundraising campaign has raised \$110 from faculty. The fundraising drive continues through the end of the semester. Tomlinson requested that senators continue to request donation at Division senate meetings.

**4.10 President.** Korber requested faculty to serve on an untenured review committee. Expressed concern regarding process. Tomlinson to serve on untenured review committee. Chabot has concerns about the District, especially relating to faculty hiring and Chabot's Sanctuary Campus resolution. UndocuAlly will report to Academic Senate about LPC's resolution after DACA week 10/16/17. DACA ~~is havingplanned~~ three events on campus and one on Flex Day.

**\*Ms. Korber would like to move agenda item 6.2 to this point in the meeting. Motion to approve. (Inzerilla/Tomlinson). All in favor.**

**6.2 Plan for Career Technical Education.** Strong Workforce Budget sent to District for approval. Approved by District. Received allocation for Strong Workforce via memo from the Chancellor. \$2 million dollars for the district. Split 65/35 Chabot/LPC. Could revert to 70/30 if Las Positas doesn't maintain vigilance for equitable split. Keep an eye on it to make sure it stays 65/35. Three people hired using funds rolled over for this fiscal year. Investment handout – will be able to do all projects. Can view all projects from all schools online. There must be demand for occupation training to get funding, and must be able to prove it. Points scored on all metrics. Students are getting certificates and degrees and

leaving campus without them. Need to establish better process to ensure that students who are certificate and degree eligible are applying for their certificate. Process should be inherent in program; embedded counseling as well. This will be on the agenda for the next Academic Senate meeting..

**6.1 Unified Plan for Basic Skills Initiative, Student Equity, and Student Success and Support Programs.** The Unified Plan is due 12/15/17. Will present to Board in November. State wants colleges to close the gap on success, and the plan sets forth details about how LPC will do that, in a unified manner. The handouts show specifics of the plan. Take the document to divisions. This will be on the agenda for the next Academic Senate meeting..

**5.1 Chabot's Sanctuary College Joint Resolution.** A draft is in the works.

**5.2 Support for Academic Senate.** In the process of hiring someone; hopefully for November.

**5.3 Open Educational Resources.** Faculty should discuss this during the Senate portion of division meetings.

**6.5 Campus Safety/Door Locks.** Fill out the survey. Senate will draft a statement for the November Board meeting.

**6.6 Resolutions for Area Meetings.** Not attending, but we could share feedback.

**7.0 GOOD OF THE ORDER**

7.1 None.

**8.0 Adjournment** – The meeting was adjourned at 4:45 p.m.

**9.0 NEXT MEETING** – Wednesday, October 25, 2017, at 2:30 p.m.