



# ACADEMIC SENATE MINUTES - Draft

November 13, 2019 | 2:30 – 4:30 pm | Room 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

- ❖ 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: 8

### Non-Voting Members:

President: Sarah Thompson  
Past President: Melissa Korber  
Parliamentarian: Craig Kutil  
Student Government: Ariana Colmenares  
Admin.: 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: Heike Gecox  
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 2:36 pm.
- 1.2 Approval of Agenda: One item tabled until next meeting (6.6).
- 1.3 Approval of Minutes (10.23.19) Motion to approve: moved/seconded/discussion: In 4.11, add that "grow your own" is to encourage students to get their Masters degrees so they can come back and teach. That way our faculty will reflect more closely the students enrolled. And in 5.4, add that Craig is on the district subcommittee that will be evaluating all proposals. Motion to approve with these amendments: 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 three minutes. In accordance with the Brown Act, the Academic Senate cannot at on these items.*
  - Rifka Several publicly commended Jakob Massie for being sworn in as Student Trustee at last night's board meeting, and his excellence in representing our students and college.
  - Welcome to Ariana Colmenares, student government representative.

## 2.0 ACTION ITEMS (S. Thompson)

- 2.1 Hiring Prioritization List: Motion to table until next meeting: moved/seconded/approved
- 2.2 Board and Administrative Policy Approval Process (attachment): This was discussed at last meeting. The process was read. Motion to approved: moved/seconded/approved

## 3.0 CONSENT ITEMS (S. Thompson) Motion to approve all items: moved/seconded/approved

- 3.1 Curriculum Committee Approvals 10.21.19 (attached)
- 3.2 Curriculum Committee Approvals 11.4.19 (attached)
- 3.3 Hiring Committee Faculty for Lab Tech in BIO/CHEM: Chris Dudzik and Barbra Zingg
- 3.4 Selection Committee Faculty for Vice President of Administrative Services: Melissa Korber, Rajeev Chopra and Erick Bell. Recruitment timeline and selection committee information has been distributed.

### 3.5 Consultant Hiring Committee: Bill Komanetsky

## 4.0 REPORTS

- 4.1 Student Senate (Ariana Colmenares): We had a “meet and greet” event and tomorrow is the Campus Campfire, behind the Tutorial Center (unfortunately no fire is allowed, but there will be snacks and games). AB1504 (\$2 opt-out student fee, for advocacy and student government) has passed and this is important because students in the community college system do not receive funding equitable to the UC and CSU systems so are not equally represented.
- 4.2 Curriculum Committee (Craig Kutil): UC transfer pathways for chem and physics are not moving forward. There were issues about the 3.5 GPA and articulation requirements. The statewide Academic Senate, along with the state chancellor’s office, is reaching out to faculty to work on an AD-T for the UCs; tell your divisions not to respond as this has not been agreed upon by the UCs and CSUs. Faculty time should not be spent on an issue that is a miscommunication.
- 4.3 DE Committee (Scott Vigallon): District ITS has the ability to auto-merge officially cross-listed courses (as they appear in Banner) in Canvas. This would be a time-saver for faculty, particularly those who teach credit and non-credit sections of courses that are cross-listed. They would still have to change the names of the courses in Canvas to cover multiple sections/courses so it makes sense to their students, but the rest of the merging process would be done for them. Cross-listing is when several sections that are the same (but can be credit and/or non-credit) are taught at the same time. If the sections are NOT cross listed in Banner, you need to merge them in Canvas. He presented a “pros and cons” chart for feedback (attached). Content can still be separated. This will be discussed at divisions in the spring; merging would happen next summer unless there are reasons not to implement this process. FERPA issues have been addressed.
- 4.4 Program Review committee (sent by Karin Spirn) We are currently in the process of reading program reviews. Division summaries will be ready in draft form to be discussed at February division meetings. The committee is considering the possibility of moving the Program Review due date, potentially to spring, based on feedback from divisions. We will be discussing this topic at the November IPEC meeting.
- 4.5 CEMC/DEMC Committee: We have gone from 4% to 1% under enrollment. Late starts and academies are the key factors.
- 4.6 Faculty Association (Heike Gecox): The contract was at the board last night and it has been ratified but not announced. We have a new academic calendar for Fall/spring 2021-22 (attachment)
- 4.7 Professional Development Committee (sent by David Powers): The PDC did not meet in November due to Veterans Day, so conference approvals were done via email. Funding for five conferences were approved. We still do not have a classified co-chair. David Rodriguez updated us on state money for classified staff professional development. They are working with the President to have this go through classified senate for oversight. We are making an update to online conference forms (these might need updating after contract ratification). PDC discussed the need to create a procedure for online classes. We have contacted Chabot for information, and asked Roanna for assistance. If the online class is for training the faculty need, wouldn’t the dept. pay for it? There is the issue of offering variable flex credit for reading program reviews, the consensus being that this

is not professional development. Part-time faculty can be asked to read, and Roanna approved the second hour of Town Meeting for reading program reviews. New faculty met and discussed the tenure process, and Stuart McElderry and Tom Orf spoke from administrator and faculty points of view. The next new faculty meeting will discuss UndocuALLY task force and the SEA committee and student equity.

- 4.8 Planning and Effectiveness Committee: Rajiinder is busy this month working on the mission, vision and values.
- 4.9 SEA Committee/BaSK (Shawn Taylor): They are working on an annual report based on the equity plan submitted in June. We need to add who is responsible for items and how are we measuring goals. Next funding is in 2021. Our budget is -\$33,000 based on the new faculty contract approved so the contingency is eliminated. The budget needs to be rebalanced. One more group will be included in the SEA plans: formerly and currently incarcerated youth.
- 4.10 Treasurer (Ashley Young): She distributed the fundraising report. Ashley requests that the divisions promote this and let her know what is the best date to distribute information. Financial aid wants to know our scholarship amount and number by Dec. 2 (we can increase either or both, but not decrease our pledge). The Foundation will contribute to this Scholarship. Question about part-time faculty? Are they being asked? Do they want their own scholarship? Do we want to have some sort of event to promote the scholarship? Thanks expressed to Ashley for being our Treasurer!

Philip Manwell Scholarship information from past minutes (5.8.19):

*4.1 Recommendation regarding Dr. Philip Manwell Scholarship: Should this be an Academic Senate standing scholarship? (Tabled from last meeting) Discussion about the role of the Senate in establishing new scholarships. Decision to hold the funds and give them as a one-time Philip Manwell Award next year utilizing all earmarked funds. If there is interest in establishing a separate scholarship, the Senate can discuss this next year.*

- 4.11 President (Sarah Thompson):

Planning and Budget meeting- how to deal with all the SCFF proposals? They began ground level (faculty and staff) then moved to both college committees. On the funding. Attached: the Assumptions, review roles and Priorities for the FFC. Attached: Summary Cover Sheet for proposals. This outlines the order of importance for funding projects. Question about ESS tracking responsibility? This would vary by project (such as retention, which would take multiple semesters to track).

SCFF meetings: Faculty, administrators and most importantly students attended. Student stories were important, but they faced some lack of respect by non-college representatives. Racial demographics were raised. A motion was made to include the Perkins definition of “educationally disadvantaged” but this was voted down. The next motion was not to include a COLA but that barely didn’t pass. They did vote to recommend hold harmless for one more year while more research is conducted. The next meeting is Dec. 11; advocates will attend in San Diego. (Bill will chair the Academic Senate meeting that date.)

CCC Plenary: There was a resolution to extend hold harmless taken from consent to debate. There was support from attendees, but not the CCC executive committee who will not act on this.

The hiring committee for Educational Partnership Program Manager (formerly Adult Education position) needs two faculty, including one ESL faculty. Craig volunteered, and an ESL faculty is requested.

Motion to go out of order with the agenda and have 6.4 at this time: moved/seconded/approved.

Motion to move to agenda items 5.2, 5.4 6.5, 6.2, and 6.3: moved/seconded/approved

### 5.0 OLD BUSINESS (S. Thompson)

- 5.1 Long-term Senate Subcommittees (tabled from last meeting; tabled again)
- 5.2 New LPC President (tabled from last meeting): Dyrell Foster is approved by the board, has accepted his contract and will start in February.
- 5.3 Program Approval Process: (tabled)
- 5.4 Substitution Policy (Craig Kutil) (attachment – he needs to send) No major changes, most made for clarity and to outline the process (information required and who signs off). There is a separate process for credit for experience; this policy is specifically for programs (especially for transfer degrees). This is faculty prevue, which is why the dean's signature is removed in the new policy.

### 6.0 NEW BUSINESS (S. Thompson)

- 6.1 Faculty Diversification: (tabled from last meeting; tabled again)
- 6.2 Guided Pathways District Wide Technology Resolution (attached): This was approved by the LPC and Chabot Classified Senates, and the Chabot Academic Senate. This will be an action item for next meeting.
- 6.3 Compressed Calendar for the 2021-2022 academic year (attached) Chabot also wants a compressed (16 week) calendar. This was intensely examined in the past, but Chabot was not in favor, nor our LPC STEM dept. DVC has implemented this calendar. We will look for the past information on this item. This will not be available for implementation until after 2022. Discussion item for next meeting? It would be collegial to examine it and ask at divisions if there is interest.
- 6.4 Employable Pathways and ESS Matters (Theresa Rowlands, vice chancellor): (Attachment – Year to Career 2020) She is putting together an employable pathways program. This is a first-year effort to showcase programs that can be completed in one year or less. These promote economic development. What can adults in our community study that will increase their skills, career progress and employability? A group of stakeholders was formed to be consultants. We are developing a guidebook ("Year to Career 2020") and website, focusing on re-entry adults, adults with some college/no degree, formerly incarcerated adults, adults working multiple part-time jobs to support a family, and other groups other than those right out of high school. Question about funding and partnership? These programs are important during recessions, and will help with our SCFF metrics. Let Theresa or Kristina Whalen know if you have more ideas on employable pathways. This can be taken back to divisions and department meetings for creative additions.

ESS: We have had ineffective or absent presence in ESS. What are the duties of this job? She views her role as vice chancellor as anything relating to students. She works on the mission, program and services goals of accreditation and ed master plan and is exploring all the content that goes along with these. Where it makes sense, she would like partnerships between LPC and Chabot. She is involved in DEMC, academic calendar, ESS committee and district accreditation coordination. She is working on a CSU East Bay proposal for a planning year to deepen the alliance between the two CCs and CSUEB. Question about AB705 and our administrative turnover: is there a role for ESS in marketing courses, collecting data, and working with counseling on student options? How can this be initiated? This is on the agenda for Theresa and LPC VPs. ESS is the place to look at data interpretation. Sarah expressed our thanks for Theresa to serve in this position.

- 6.5 Form for Subcommittee Progress (tabled from last meeting): (Attached) Bill will make this an online form. After next meeting's agenda is completed, the public meeting will be adjourned and there will be time to work in subcommittees.
- 6.6 Update on AB705 (Katie Eagan): She will present at the next Senate meeting, along with an Academic Honesty presentation. She will email her documents to Senators to take to their divisions before the next meeting.

## **7.0 GOOD OF THE ORDER**

- 7.1 Announcements: none
- 7.2 Meetings: 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays, 2:30 – 4:40 pm, room 1687; **next meeting DECEMBER 11, 2019 due to Thanksgiving holidays. Bill Komanetsky will chair this meeting.**
- 7.3 Adjournment: meeting adjourned at 4:37 pm.

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