



# ACADEMIC SENATE MINUTES

September 11, 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  
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 convened at 2:33 pm.

1.2 Approval of Agenda: ***Motion to approve: moved/seconded/request made to adjust the order due to guest speakers: start with 6.1, then 5.3/ approved as adjusted.***

1.3 Approval of Minutes (August 28, 2019): Christina Lee submitted wording changes to the DE report: *have had one meeting, our spring 2019 semester was the first time 20% of LPC's enrollment were for DE classes; success rate was 71%, the highest for a spring semester; retention was also the highest at 85% for a spring semester. Faculty have been asked to merge their sections in Canvas instead of ClassWeb starting in Fall 2019; there are some questions about credit/noncredit. Turnitin was integrated into Canvas; there is still discussion about Vericite requiring manually processing transfer of information. Nine classes have just been aligned to OEI standards; over the summer 3 courses were reviewed by the LPC local peer online course review (POCR) team in hopes that LPC can become a certified POCR college to expedite OEI alignment review process.*

*To improve course design, the DE committee will conduct their first course review this fall (non-OEI). A new DE course instructor will make a presentation to show how her/his course meets the course design checklist in our Sept. DE meeting. New DE/hybrid instructors will go through the process of course review; the deans decide if the course should continue.*

***Motion to approve minutes as amended above: 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 act on these items. NONE*

2.0 ACTION ITEMS (S. Thompson) NONE

3.0 CONSENT ITEMS (S. Thompson) NONE

## **4.0 REPORTS**

4.1 Curriculum Committee (Craig Kutil) – none

4.2 Program Review committee (Karin Spirn) – none

4.3 CEMC/DEMC Committee (Sarah Thompson) – DEMC has met regarding the issue of noncredit courses (English and math). We need to set targets in terms of costs and expected revenue generation. It would take a year to do these projections. Roanna reported that we want noncredit classes back in adult education. A rollback project proposal has been submitted for funding these noncredit classes for a year. Credit class trends show the actuals being down from last year as a district, though the goals have been set the same. We most likely will not meet our targets for the year. Are the reports separated by discipline? Only at the college level. Credit and noncredit classes are tracked and apportioned separately.

4.4 Faculty Association (Heike Gecox) – FA plans to have copies of the new agreement in the dean's offices, and are scheduling Q&A sessions on September 20<sup>th</sup>.

4.5 Professional Development Committee (Roanna Bennie) - PDC welcomed some new committee members, including an adjunct faculty member. There is still no classified tri-chair but David Rodriguez is working to find one (the new PDC model is administrator-faculty-classified representatives for tri-chairs). There is no release time for classified participation in committees.

Twenty-two Fall Flex Day proposals have been approved. We have identified a keynote speaker on student success.

Four conference/activity proposals were approved. The cap to PDC funding for these is \$500 this year per request. The overall PDC budget for the year is \$12,000.

Part 1 Variable Flex form is due to Rifka by November 15<sup>th</sup>.

Check out the information on the Teaching Institute, held at Canton Village. Tonight's session is on active learning and concept mapping.

4.6 Planning and Budget Committee (Sarah Thompson) – As a district we self-insure retirees, out of our district budget. As this population grows, the budget must grow as well. Last year we did not budget appropriately for the first time (under budget, over spent). There is a RUMBL fund which was used. The board and CFO office has considered putting the funds in an irrevocable trust. This would be in a special account dedicated to the retirement insurance and would safeguard the account. There is a legal obligation under faculty contracts to provide pensions.

The SCIFF creates new parameters where it will be very difficult for us to achieve the 10% success rate. Our best efforts should be in increasing FTES and Pell Grant recipients. There is lobbying for the success rate to increase to 20%, which would be to our advantage.

4.7 Student Senate (Blessing Nkrumah) – none

4.8 Treasurer (Ashley Young) – There is \$1697 in the Senate account; we need to start division fundraising for scholarships starting in December. Ashley will send a reminder email and each FT faculty is encouraged to donate \$20.

4.9 President (Sarah Thompson) – She participated in lobbying in Sacramento. The group presented but was limited to 2-minute statements. They presented the impact to districts, the effect of the model on districts such as us, and the poverty issues in wealthy vs. low-income districts. When factors are combined (housing and living costs being variables) the “wealthy districts” do not have “wealthy students.” The motion to include cost of living was sent back to committee with the request to utilize data in their recommendation. There is a group of “data gatherers” that will be present at the October 10<sup>th</sup> meeting. The impacted districts will form a consortium to appear at the December meeting.

We are in a new strategic planning era. LPC and Chabot have advocated not hiring a consultant and have a college-driven process given extra resources to present a plan to the district. The vice chancellor is willing to work on this if provided a process and a timeline. We will revisit our mission, vision and values goals.

Chancellor’s council: they are working on reviewing board policies. These will come to the Senate in the future.

Melissa Korber has agreed to continue working on the shared governance policy document.

The Vice Chancellor has a project to create a program for employability pathways – informing regional employers about degrees and certificates, and how they can use the district to establish or participate in the programs they need for their workforce. Comment on using this vehicle to offer more internships in English, Social Sciences, etc. Sarah will take this request to the VC.

## **5.0 OLD BUSINESS (S. Thompson)**

5.1 Establish Senate Subcommittees from list generated last meeting: ***Motion to table until the next meeting: moved/seconded/approved***

5.2 Use of the term “Professor” (Roanna Bennie): (attachment). “Professor” can be used as a working or business title, on business cards, and for student address in the classroom, but no there is not willingness to change the language in job postings. Request made to use the title “faculty” or “part time faculty” in job postings. Roanna agrees to reflect this back to SLT. There will not be changes to the language in the contract.

5.3 Apprenticeship Programs at LPC (Roanna Bennie): Last spring we discussed these programs. Roanna introduced Amy Miller and Chris Bennett who will be working on the apprenticeships (under Economic Development and Contract Education - EDCE).

A brief overview was given of the traditional apprenticeship programs: these are a separate way to offer education within the community college system. We do not employ faculty for these programs, but do have a role in developing and approving curriculum and outcomes. Apprenticeship students are enrolled in the college and receive college credit. The state funds – Montoya Funds – are shared between the program and college FTES. The programs have their own locations.

Non-traditional apprenticeship programs are also being explored and are less connected to an industry, but rather connected to a business (such as cyber security) and do not involve a “trade” or union relationship). These can be conducted on the campus.

Is there overlap with LPC classes? Not usually, but if so, we need to explore how to do this.

Is the Academic Senate open to having those kinds of programs at LPC? This was presented at STEM and there is interest, but will there be funding for the curricular review? Roanna said there should be compensation for the task.

For both traditional and non-traditional apprenticeships, their programs have developed curriculum, and our curriculum committee advises on content, outcomes and hours (measurable standards, which are wanted by the programs).

There are programs in development for LPC, and an ironworker apprenticeship is ready to sign on.

The apprenticeship programs can choose their educational partner, and the community colleges provide credit, which is a benefit for student. The apprenticeships include undocumented students. Governor Newsom wants more programs established. There are multiple grants available.

If we have a collective yes for apprenticeship programs at LPC, we will move forward with one program.

The Academic Senate would approve first, and then the curriculum committee needs to review the proposal along with other governance organizations.

5.4 Eleven Sets of Minutes from 2016-17 (Bill Komanetsky): His parliamentary research establishes that the senate is an “entity” and can approve past business even if the members from that period are not present. ***These will be approved at the next meeting.***

## **6.0 NEW BUSINESS (S. Thompson)**

6.1 Budget presentation by Interim Chancellor Ron Gerhard: Sarah presented items of concern:

- the current status of the Chabot deficit
- concerns about the rollback parameters
- the status of the budget allocation model on LPC
- the role of state advocacy in protecting our district from a large revenue loss

History: LPC has been underfunded since inception in terms of FON. The only time we have had equity was the last budget model, which divided the revenue based on FTES. This is common for other college districts. Now we are facing a radical change in statewide funding which places our district at a large disadvantage due to our community's economic situation.

If we use SCIFF, LPC would be the most impacted in funding. We would bear the cost of the funding model losses.

Our tradition is that when our budget is cut, we stop spending. Chabot has a different model, which resulted in their deficit.

Interim Chancellor's report:

Status of Chabot's budget: Last year after triage, the deficit was approximately 3.5 million, with a five-year plan to address this. Chabot is in their second year of the repayment plan and is on track. Question about how their accounting processes have changed to avoid this happening again. Response: the biggest change in monitoring was providing monthly financial reports that are reviewed.

Rollback funding: In anticipation of the new SCIFF, 1300 FTE students were rolled back to stabilize our budget and avoid catastrophic budget cuts. This savings is being set aside annually during the 4-year hold harmless period. There is not a budget set for this funding. A small amount (approximately \$200,000) has funded new institutional research software and personnel, and new financial aid software to process student applications more efficiently. These are the only three projects approved so far for the rollback money. We are seeking recommendations for projects.

The PBC subcommittee met last spring on setting amounts for project allocations and for a "rainy day fund." One model was 50% for each. No final recommendation was made. This will be addressed at a future PBC meeting. Money has been set aside and available for projects but not according to a formula.

Question about the difference between "set aside" and "available for projects." This has not been defined. Response: this does need to be clearly defined as in the past LPC has absorbed the brunt of financial cuts. If the funding formula stays as is, LPC's budget cuts would result in serious layoffs.

Ron agrees that clarity is needed from the PBC. So far, all \$8 million is being set aside for projects to be approved by the PBC. Recommendations will be made at their next meeting, hopefully to include a "rainy day fund." Request: that the interim chancellor request the PBC set a timeline for these allocations. He will request a budget recommendation by the Oct. 8<sup>th</sup> meeting as that is when projects will start to be reviewed. Ron will submit a budget if they do not do so.

Role of state advocacy: About 28 of the 78 districts are losing a large amount of funding due to the new funding formula. These affected districts are in regions 3 and 4. 70 million in hold harmless funds went to those regions, out of the state's total 90 million. The student financial aid participation rate is the key issue.

Data was presented to the state that informed the decision makers that action is required. The Faculty Association has been very active in lobbying. In year two of the hold harmless period, districts are producing the data and joining advocacy efforts.

In October, there is a regional board of trustees meeting to expose the state chancellor to the issues and advocate for change. Our board of trustees have had two retreats where a large portion of the agenda is the funding formula, resulting in advocacy talking points on the impacts on our colleges and region. These are being conveyed to elected officials. We are also developing multiple strategies on how to present data. There is some optimism about continued conversations in Sacramento leading to change.

Budget allocation model: This is an opportunity to reevaluate our BAM in response to the SCIFF and recognize deficiencies in our 2014-15 model. Data from six years across the district shows the model does not fully fund our scheduled classes. This constrains the colleges due to the part-time faculty budgets creating deficits. Comment: the SCIFF model is not based on actual cost, it is an arbitrary number based on metrics of institutional behavior.

Consultants (also utilized by the state) are being brought in with the intention of getting a common understanding of the new model. They will take our data and run it through the new state model to see how the state views us as a district and as distinct colleges. We found we were underreporting student data as one example. How can we report data to the state to our advantage? What programmatic changes we should consider? Sarah expressed that the consultant did not have a good understanding of the situation at Chabot-LPC and decisions that had been made in the past.

It will take at least a year to be informed to make recommendations to change the BAM, based on new data understandings. We are in the exploratory phase now and not ready to make an informed decision. We have three more years (2022-23) of hold harmless, but the intention is to have a BAM in place before the end of the period so there can be a year of implementation and assessment.

Question: are there models being considered other than SCIFF? No, the focus is on what the state is forwarding.

Question: why have a consultant from the state SCIFF model when we are advocating against what the state is requiring? The consultant is not recommending to the state, but helps us understand our situation from a deep knowledge of the state model.

Question: if there have been years of data showing deficit spending in one area (part-time faculty) why was not this addressed? This data was not tracked and presented before.

Statement: there was not trust between the colleges in the last BAM process, which made it very difficult. We want leadership to insist on a tone of trust as we are all serving students.

## 6.2 Public Safety Presentation (Chad McMullen): will be asked to present next meeting.

**7.0 GOOD OF THE ORDER****7.1 Announcements:**

- Heike will provide evaluation training at the next Town Meeting.
- Question about possibly postponing the hiring of the LPC President. The timeline and process has already been set. Roanna is advocating for finishing her contract at the district level. If it is a failed search, or if the new president is not available in January, Roanna will continue. The Senate offers their advocacy support to Roanna in any capacity.
- September 15 – October 15 is Hispanic Heritage Month, please join in the activities: art show, food of different cultures, speakers, etc. In addition, there will be information about LPC being a safe campus, and support for undocumented students. An announcement will be sent out.

**7.2 Meetings:** The Academic Senate meets the 2<sup>nd</sup> and 4<sup>th</sup> Wednesdays, 2:30 – 4:40 pm, in room 1687; **next meeting September 25, 2019**

**7.3 Adjournment: Motion to adjourn: moved/seconded/approved**

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