



# Academic Senate Committee Minutes

February 28, 2018 | 2:30 pm | Rm 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

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

## Academic Senate

### Voting Members Present:

**Senate President:** Melissa Korber (n/v)

**Senate VP:** Tina Inzerilla, Ph.D.

**Senate Secretary:**

**Senate Treasurer:** Kimberly Tomlinson

Ashley Young

Joel Gagnon

Angella VenJohn

John Rosen

Meghan Swanson

Cindy B. Rosefield

Vicki Pabley

Andrew Cumbo

### Others Present:

Heike Gecox

Rajeev Chopra

Marina Lira

Garrett Culbertson

## Presenter

### 1.0 GENERAL BUSINESS

Melissa Korber – Items: 1-3

#### 1.1 Call to Order/Quorum established

Welcome to Katie Eagan, new Senator, serving while Meghan Swanson is on maternity leave.

**1.2 Approval of Agenda – moved, seconded and approved before the adjournment.**

**1.3 Review and Approval of Minutes – February 14, 2018:**

**MOTION TO APPROVE: moved, seconded, approved**

**1.4 Public Comments** (*This time is reserved for members of the public to address the Academic Senate. In accordance with the Brown Act, the Academic Senate cannot act on these items.*) **NONE**

### 2.0 ACTION ITEMS

**2.1 Resolution: Recommendation to Join the Online Education Initiative Consortium MOTION TO APPROVE: moved/seconded.** Discussion: does this affect contracts? Joining the OEI is one issue and how we are going to put it into effect is another issue. **The motion PASSED.** Scott will send in the application and we will find out in 1-2 months if we are accepted.

**2.2 Approval of Scholarships - \$800 for four scholarships with matching funds form LPC Foundation) MOTION: moved/seconded/approved.** Checks will come from the Academic Senate.

### 3.0 CONSENT ITEMS – MOTION TO APPROVE: M/S/A

**3.1 Spring Faculty Hiring Committees (revised): MOTION TO APPROVE: moved/second/passed** with one note - Librarian Committee: Diane Navarro is on the committee but we do not have to approve her.

### 4.0 REPORTS

**4.1 CEMC (LaVaughn Hart) - no**

**4.2 District Integrated Planning & Budget (LaVaughn Hart) - no**

**4.3 CTE Liaison (Scott Miner) –** Scott presented slides from Rajinder Samra. These compared LPC students with students statewide on measures of positive effect of CTE training.

**4.4 Curriculum Committee (Craig Kutil) –** The deans will update you on courses that need to be updated. Craig will remind the deans about notification. There are some new programs, and some deactivation.

Chabot has requested we look at changing the American Cultural course to match East Bay culture (to include gender identity, etc.). This is not a full proposal yet. We want to make sure an updated program is fully transferrable. Met with Chabot to update the minimum units and hours to unit conversion (54 to 1 unit; everything in .5 increments) to be included in board policy. This will go through appropriate processes.

#### **4.5 Accreditation Steering Committee (Tina Inzerilla) – no**

**4.6 Faculty Hiring Prioritization Committee (Heike Gecox) –** Meeting next week before Town Hall to discuss potential changes; increasing membership, etc. She will send out an email about this meeting.

**4.7 Faculty Association (Heike Gecox) –** You have received a ballot; the deadline for voting is March 8.

#### **4.8 Student Learning Outcomes (Ann Hight) – no**

#### **4.9 Student Success Committee (Nessa Julian) – no**

#### **4.10 UndocuAlly (Rafael Valle) – no**

**4.11 Student Senate (Garrett Culbertson) –** Garrett was welcomed to the Senate. Question to Student Senate regarding departments applying for ALPC scholarships. He said any scholarship funds remain in their account. An issue arose as to if they could give scholarships; if they can't, the funds will be applied to other programs.

#### **4.12 Treasurer (Kimberly Tomlinson) – no**

**4.13 President (Melissa Korber) –** At the board of trustees meeting, the sabbatical leave requests were questioned. Everyone on the board abstained on voting on the sabbatical leaves when one trustee raised issues about our process and the two sabbaticals. Roanna and others spoke to this; we follow our process which has clear criteria (seniority not merit). At the revote, they were approved.

Regarding the proposed March 14, 10 am “walk out” – a small meeting with a student leader, and administrator, and faculty was held about respecting everyone's rights. They are looking at programming; the walk out is only 17 minutes. One idea is speaking on victim biographies; the event is framed on honoring the victims. If you have program ideas, let Melissa or Garrett know. Faculty will be notified by Melissa in advance about the event. She has talked to Howard about something for FLEX day, but someone with expertise will need to take the lead.

### **5.0 OLD BUSINESS – DISCUSSION**

#### **5.1 Guided Pathways: Tina Inzerilla/Angella VenJohn**

A presentation was made at Fall FLEX day.

- a) Difference between educational goals at the start and what was actually realized. Few students realized their goals. What were the difficulties? Taking too much time, taking too many credits, sending too much money and never graduating.
- b) GPS addresses student choices, course availability, and transfer issues: too many choices; too little guidance.
- c) Present a default choice designed by informed professionals; this doesn't take choice away but does offer a clear pathway toward a defined goal.

The work plan and self-evaluation was distributed. There will be a presentation at the Spring FLEX day. This will be on the next meeting agenda for continued discussion.

#### **5.2 Las Positas College Response to Chabot Resolution: Melissa Korber**

A trustee has asked for feedback from us; Melissa will send documents and minutes.

#### **5.3 Classified Professionals Appreciation Event Task Force: Kimberly Tomlinson**

Date: April 25; the task force is meeting every other Monday, 3 – 4 pm.

#### **5.4 2017-18 Academic Senate Executive Board Elections Task Force: Ashley Young & John Rosen**

Documents received from Melissa; the task force is moving forward with a meeting. Elections are held in April.

#### **5.5 Internal Controls and Budget Deficit: Melissa Korber**

Melissa drafted a resolution based on Rajeev's presentation last meeting. It will be distributed for the next meeting.

#### **5.6 Test Banks and Cheating – Creation of Task Force: Melissa Korber**

There is a task force formed.

### **6.0 NEW BUSINESS**

#### **6.1 College use of CANVAS: Scott Vigallon**

Looking for approval of two statements:

Beginning Summer 2018 – all online and hybrid courses must use Canvas, which would be the “gateway” for all course links.

Beginning Summer 2018 – All face-to-face courses that use a course management system as an online supplement to instruction must use Canvas.

This provides consistency for students (they know “where to go”), makes student and faculty support more efficient, ensures ADA compliance, helps meet accreditation and Title 5 requirements for regular and effective contact, and can possibly stem FERPA violations.

Discussion about academic freedom issues for faculty; is it necessary to add third party links to Canvas? Is this a first step toward restricting teaching freedom?

What about late add students who don't have access to Canvas; how can they get immediate access? Students must be officially enrolled for access. It is unfortunate if fines or fees prevent the student from official enrollment.

Are there any sites you can't link to? The only recommendation is to link in Canvas for auditing and accreditation purposes.

Take Scott's recommendations to division meetings; for discussion and vote next meeting.

#### **6.2 Associate Degrees for Transfer – General Education: Craig Kutil**

Craig explained that we need a new resolution or MOU to meet state standards; and the new standards will be reflected in the new catalog. The state chancellor has said it is a local decision, and many other colleges have different interpretations. Courses required for transfer differ from CSUs and UCs. The resolution that was approved last May was distributed. It should have gone to Curriculum Committee as part of the process. He will amend the catalog descriptions and present at the next meeting for approval. Recommendation: have this go

through Curriculum Committee for any changes (IGETC for UC which includes speech course), and have any changes reflected in the new catalog. The Senate would then approve the catalog language.

For next meeting: addressing multiple ADs with slight differences.

### **6.3 Intercession Term: Roanna Bennie**

Our school starts with summer term; we want to explore a term between summer and fall, which would be a fourth term for LPC. Roanna discussed various factors, and recommends limited offerings addressing gaps between terms. Take this idea back to divisions to gather thoughts.

### **6.4 Field Trip Forms: Roanna Bennie**

Executive and administrative staff have looked at these forms; two forms have been approved by the lawyers, last revised in 2004. The forms need updating (emergency contacts, under 18 years of age signed by parent/guardian, etc.). Faculty should use the legal forms; there is a revised draft form which will be finalized with the goal being one page. Multiple trips can be on one form. The form will be available on the district website.

### **6.5 Priority Registration: Roanna Bennie**

At Chabot, the elected student government students have asked for and gained priority registration. Will this be matched at Las Positas? We are asking these students to participate in committees and they have to arrange their schedules early. Why does early registration exist? It lets students complete pre-requisite activities early. There are top-tier early registrants (accessibility issues and athletes) and this will still happen.

**7.0 GOOD OF THE ORDER:** Notify Rifka of presentations and send in advance (pre-meeting Tuesday 4 pm latest)  
The Foundation Board approved half-price faculty tickets to the Best of the Best celebration in April.

### **8.0 ADJOURNMENT: 4:45**

**9.0 NEXT MEETING –Wednesday, March 14, 2018 at 2:30 p.m.**