



Academic Senate Committee Minutes

March 14, 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:

Senate Secretary:

Senate Treasurer:

Senators:

Ashley Young

Angella VenJohn

John Rosen

Vicki Pabley

Andrew Cumbo

Katie Eagan

Others Present:

Heike Gecox

Garrett Culbertson

Debbie Fields

Michelle Gonzales

Ashley McHale

Karin Spirn

John Ruys

Presenter

1.0 GENERAL BUSINESS

Melissa Korber – Items: 1-3

1.1 Call to Order/Quorum established: 2:34 pm

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

1.3 Review and Approval of Minutes – February 28, 2018:

To approve at the next meeting. Rifka will send.

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.*) "The Math Department supports the requirement of Canvas for all distance education and hybrid classes, understanding the additional auditing requirements for those classes. However, we strongly oppose any requirement for face-to-face classes to use Canvas only or as a gateway to other sites. Faculty currently using alternative course management sites understand accessibility requirements (which these sites also follow regulations). This is a violation of academic freedom and we ask the Academic Senate to thoughtfully consider our concerns." – *Ashley McHale*

2.0 ACTION ITEMS: NONE

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

3.1 Hiring committee for Public Safety Program Manager: Ron Johanson and Mark Tarte

4.0 REPORTS

4.1 Basic Skills: Michelle Gonzales/Ashley McHale

2017-18 budget allocation is being worked on. If you have a basic skills need, see the goals in the unified plan which are written broadly. Come to the meetings if you have an innovation (April 25th). We have funds for professional development opportunities. Email and get on the agenda to make a request for PD funds. Biology is on line for Smart Shop workshops (5 workshops) for student basic skills relating to biology. The Smart Shops are "just in time remediation." Go to the Smart Shops webpage to

navigate. They are reviewing their charge, a yearly requirement. No changes for this year.

4.2 Program Review: Karin Spirn

Working on a template, which will be finalized soon. This uses an expanded timeline to help deans. Program Review will have a FLEX day presentation.

4.3 Institutional Planning and Effectiveness: Karin Spirn

They are reviewing the priorities, reading the division summaries and discussing these. They are generally averse to bringing on large, new priorities, but this is not a final decision as yet.

4.4 Distance Education: Christina Lee (absent)

4.5 Faculty Association: Heike Gecox

There is a new FA president, vice president and “at large” member. Other positions are the same. There is a mix of new and continuing members here and at Chabot. We need to invite Dave (FA president Chabot) more often and engage him in discussions. He needs to be aware of LPC needs. FA has a website, and their newsletter is posted. Negotiations for the next contract are starting this summer; a new contract will take at least a year. There is a new negotiating team (including Heike Gecox and Tom Orf). Is there a work group discussing reassigned time? She will inquire about this. This may be called “workload equity” – a new term, or different aspect? This has been discussed for years and should get some clarity.

4.6 Student Success: Nessa Julian (absent)

4.7 CTE Liaison: Scott Miner (absent)

4.8 Student Senate: Garrett Culbertson

Resolution passed at their last meeting requesting priority registration (at the “student athlete” level) to allow Senate members to attend committee meetings and events. Currently there are schedule conflicts. Now the administration has to approve. The Academic Senate could endorse this if needed; *it will be on next meeting's agenda*. Discussion on the proposed budget changes: Student Senate is drafting a resolution against it because of negative effects on community colleges.

4.9 Treasurer: Kimberly Tomlinson (absent)

4.10 President: Melissa Korber

At Chancellor's Council there was a presentation on student-centered funding. Melissa presented these materials (and will send them to Senate members).

Budget Allocation Model: funding based on student number and growth of these numbers.

Student Centered Funding Formula:

- Base grants (50%) on FTES enrollment.
- Supplemental grant (25%) – low income students
- Student Success Incentive Grant (25%) – number of degrees/certificates granted within 3 years.

Impact of new model – based on: number of students, supplemental grants, student success grants.

Suggestion: Lorenzo come to April Town Hall to explain further. Concern about how we will report to capture the correct numbers for categories.

Awards: there is generally a teaching award and service award each Spring. *Melissa will bring the paperwork next meeting* (announcements made at May Town Meeting).

Reed Buffington Award (cash from District Foundation): should we give more than 1 this year? This Award alternates between the two campuses. Chabot is asking for more than 1 this year since so many are leaving. Should each campus give an award yearly? Can LPCF provide the funds for LPC Reed Buffington Award? No conclusions, but generally faculty don't want to change or dilute the award.

5.0 OLD BUSINESS – DISCUSSION

5.1 Guided Pathways: Tina Inzerilla/Angella VenJohn

No updates at this point; the plan is ready to be submitted on time. Guided Pathways is currently a “steering committee” and next year should be a “committee” but this needs approval. *Angella will get the form to establish a committee from Kelly Abad* – it would be report to and be approved by Academic Senate.

5.2 Las Positas College Response to Chabot Resolution: Melissa Korber

Following Dr. Jackson's visits to LPC to address issues: There has been a response to adult education. No response yet on the budget issues. We should schedule another visit to address the items not covered in the Senate meeting with Dr. Jackson. *Melissa will ask her to come again.*

A new district safety person has been hired and asked to come to Academic Senate.

5.3 Appreciation Event Task Force:

The task force met and set a tentative event date for April 25th, 1:30 – 3:30. They are looking at past events and getting feedback on what works. Exploring food options, and what's needed for raffles and giveaways. Next meeting is March 19th. They will put out a call for donations. Student Senate will provide the cake – thanks! The president's office usually funds the lunch; Melissa has discussed this with Roanna.

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

They have drafted an email to send out tomorrow, requesting nominations. Elena Cole was asked on how to contact part-time faculty. Deadline for nominations is set for April 9. This gives time for the Senate to review (*at a short meeting following the Appreciation Event*), and elections would follow at the end of April. Suggestion to look at “Election Runner” for online ballots.

5.5 Internal Controls and Budget Deficit: Melissa Korber (resolution attached)

Request that this is not “strong” enough, needs specific terms of repayment and how to prevent this situation happening in the future (elevating their “target” FTES and not reaching it). *Melissa will copy LaVaughn and Dianne about target number concerns.* Concerns that if the president retires, there will not be repayment. This draft resolution will be discussed at division meetings for finalizing.

5.5 Test Banks Task Force: Katie Eagan

They will meet next week with William. The English department discussed this issue. One topic was that faculty need education. Some sites are presenting as “study help” sites, rather than a cheating method. Our academic honesty statement covers the issues. There is a separate task force on code of conduct; William is on both of them. The two groups should interface. The syllabus has to address “outside resources” that are not acceptable. Katie would like a clear statement about cheating and form for reporting; and have William apply funds to investigate (rather than teachers having to do the research).

6.0 NEW BUSINESS

6.1 College use of CANVAS: Melissa Korber

Request to endorse using Canvas as the gateway for third party sites. It makes sense for online courses, but not face to face courses. Scott had raised the issues of “one place to find online materials”, “best effort” for ADA accessibility and FERPA protection. Should students need to use Canvas? *Melissa will follow up with Scott on the discussion items.*

6.2 Intercession Term: Melissa Korber

Feedback was supportive from the math dept. but this is a contractual issue – some wording is already in the contract.

6.3 SLO Committee: John Ruys

John distributed the new language recommendation to match other areas. One membership change: SAOs in student services are owned by classified managers; we are asking for a student services representative to be also included. *This will an action item for next meeting.*

7.0 GOOD OF THE ORDER:

8.0 ADJOURNMENT: MOTION: M/S/A meeting adjourned at 4:35 pm.

9.0 NEXT MEETING –Wednesday, April 11, 2018 at 2:30 p.m.