



# Academic Senate Committee Minutes

May 9, 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

**Senate Secretary:**

**Senate Treasurer:** Kimberly Tomlinson

### **Senators:**

Ashley Young  
Angella VenJohn  
John Rosen  
Vicki Pabley  
Andrew Cumbo  
Katie Eagan

### Others Present:

Garrett Culbertson  
Michelle Gonzales  
Ashley McHale  
Karin Spirn  
John Ruys  
Craig Kutil  
Nessa Julian  
Cindy B Rosefield

## Presenter

### 1.0 GENERAL BUSINESS

Melissa Korber – Items: 1-3

**1.1 Call to Order/Quorum established:** 2:31 pm

**1.2 Approval of Agenda** – Moved/seconded/approved at the end of the meeting

**1.3 Review and Approval of Minutes** – April 25, 2018

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: none

**3.0 CONSENT ITEMS – MOTION TO APPROVE ALL:** Moved/seconded/approved

**3.1 Child Development Center Staff Hiring Committee:** Nadiyah Taylor, Lyndale Garner

**3.2 Catalog Language from AD-T**

**3.3 Curriculum approvals from April 30**

### 4.0 REPORTS:

**4.1 Basic Skills: Michelle Gonzales/Ashley McHale**

The committee met and received what it thought was the allocation for next year, \$112,000. They received news that they actually have \$161,182, so there are additional funds to allocate. This will be discussed in the Fall. Faculty should start thinking about innovations or changes that can be supported by Basic Skills funds. These funds are also available for professional development focused on basic skills. The AB 705 information link will be distributed by Melissa. There will be Reading Apprenticeship funds for training. We should look at what the co-requisite courses should cover, for reading and math.

**4.2 Program Review: Karin Spirn**

The template is completed and was presented at the Spring FLEX day. It will be available soon on their website. She met with the deans on division summary process; there will be changes to allow for division meetings in January.

**4.3 Institutional Planning and Effectiveness: Karin Spirn**

They have decided not to update planning priorities, and to work with the ones established. Tutoring was retired; a report will be made to assess the effect.

Discussion about reservations on this decision. Two other priorities were looked at: campus safety and support for grants. These are tabled and to be revised next year.

**4.4 Distance Education: Christina Lee**

No report, the issue about Canvas use will be decided next Fall.

**4.5 Faculty Association: Heike Gecox** No report

**4.6 Student Success: Nessa Julian** No report

**4.7 CTE Liaison: Scott Miner** No report

**4.8 Student Senate: Garrett Culbertson**

Student election results were announced. Garrett will be the Student Trustee from LPC. They are discussing the resolution regarding the budget.

**4.9 Treasurer: Kimberly Tomlinson**

She is working to get the scholarship checks completed.

**4.10 President: Melissa Korber**

Academic Senate scholarship recipients were announced. The scholarship ceremony is May 18. Vicki and Cindy were given their 10+ Awards as they were not present at the Town Meeting.

On behalf of Senate, Melissa gave Barry the photo, card and chocolates. She gave a gift card to Meghan.

Melissa attended Chancellor's Council regarding state funds to improve institutional processes. Hiring a district researcher is not going ahead. They are upgrading Banner and increasing and improving student outreach based on research data. Six vendors presented to senior administrators, including Ad Astra who address the maximum use of facilities and Pathways. (This company was controversial when they presented a few years ago.)

Garrett asked that rooms be reserved for Club meetings. Katie is interested in software that tracks student progress, and reaches out to them via text when needed that is a component in student success. One product is "Starfish" which comes highly recommended.

Office allocation process: This was created in 2010, and listed Academic Senate as the owner of this process. However, the VP of academic services has always handled this, as the deans have input. Rifka will send the documents to David Johnson to take this on, including Melissa in the process so it's a collaborative process. The policy document from 2010 needs to be revised.

District hiring committee: There are spaces open for serving. Discussion on how hiring committees get selected: that comes through Academic Senate, with some candidates proposed by the deans. Melissa works with the deans to achieve consensus. John would like to see more diversity in the committees.

## **5.0 OLD BUSINESS – DISCUSSION**

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

All divisions will have attended a presentation about the Pathways overview. Angella is attending a workshop. There will be an August retreat. A FLEX day proposal for a Guided Pathways keynote speaker is being submitted to the Professional Development Committee.

**5.2 2017-18 Academic Senate Executive Board Elections Task Force: Ashley Young and John Rosen**

All executive committee positions are filled; one of the part-time positions has a three-way tie so there needs to be a run off for this position, to be held next week. They will send out an email announcing the election and the runoff election. The Senate approves voting for one candidate.

**5.3 Internal Controls and Budget Deficit: Melissa Korber**

The draft Senate Resolution for budget accountability was discussed. This will go to division for presentation at the June Board meeting. A vote on the resolution will happen at the next meeting. The letter to Vice Chancellor of Business Services provides Senate recommendations and an invitation to attend a meeting.

**5.4 Test Banks Task Force/Academic Integrity: Katie Eagan**

## **6.0 NEW BUSINESS**

**6.1 Middle College Update: Amy Brown and students**

Middle College is steadily growing, and next year will have 2 cohorts. Seven valley high schools are involved (Livermore, Dublin, and Pleasanton). There will be a cap in the increase in additional students. Amy will be full time next year. 20 of the 30 graduates will continue at LPC. The program offices are moving to the 2400 building. The 2018 class celebration is May 29, 7 pm at the Mertes Center. Factors for the program's success are the small size, the students are vetted, and the students want to participate. The college and community are also supportive. They will present at Fall FLEX day.

**6.2 UndocuAlly Task Force: Michelle Zapata and Rafael Valle**

This task force was started for this school year, and has met since September. This year's accomplishments include Fall FLEX day training; supported the Senate in the joint resolution to become a Sanctuary Campus; attended a Sacramento State conference on UndocuAlly; developed ally signs to identify faculty and staff students can approach and this list is now on their website; and a contest to develop a logo for the LPC Dreamers which is featured on the website.

Raphael is working on staff and student protocols, awaiting approval from Roanna, to be printed on business cards for distribution. In the fall semester there will be a Town Meeting for faculty training. There are plans to expand services to Muslims and LGBTQ community (they may need to change the name of the group to reflect the inclusion of these groups). The program is based on student input on what their needs are. In 2019-20 they hope to become a training center for the community. The website information will be distributed to LPC. The District, as of April, is a sanctuary district. For now, they remain a task force but could develop into a committee.

**6.3 College Council Charge and Structure: Karin Spirn**

Background: At the College Council last week the structure was discussed: who reports to the council and what is their role (reporting? approving?). A process needs to be developed for these changes. Discussion about the ramifications of the proposed changes. Areas where there are academic concerns, such as Student Success and Equity, need to report to the Academic Senate.

PROPOSED MOTION: THAT THIS BE APPROVED WITH A REPORTING ASPECT TO ACADEMIC SENATE. Take this to division meetings for input. Karin's summary of the recommendation will be sent to the Senate by Melissa. Another recommendation is to have the Council be a working committee. Melissa will talk with Roanna about the Senate concerns. *This will be voted on at the next meeting.*

**7.0 GOOD OF THE ORDER:****7.1 Announcements:****8.0 ADJOURNMENT: MOTION: M/S/A meeting adjourned at 4:44 pm.****9.0 NEXT MEETING –Wednesday, May 23, 2018 at 2:30 pm.**