



# DRAFT COLLEGE COUNCIL MINUTES

Thursday, May 17, 2018 | 2:30-4:30 p.m. | 1687

## Meeting Minutes

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

### Meeting Name

#### **Members Present (non-voting):**

Roanna Bennie, Interim President (Chair)

#### **Members Present (voting):**

David Johnson, Ph.D., Interim VP Academic Svcs

Diane Brady, V.P., Admin. Services

William Garcia, V.P., Student Services

Karin Spirn, Program Review

Rajinder Samra, IPEC

John Ruys, Accreditation Steering

Scott Miner, Facilities & Sustainability

Titian Lish, Resource Allocation

Nessa Julian, Student Success

LaVaughn Hart, CEMC

LaVaughn Hart, LPC Faculty Association

Melissa Korber, Academic Senate President

Cindy Robinson, Classified Senate

Tina Inzerilla, Academic Senate V.P.

Ginger Ripplinger, Classified Senate

Tatiana Hernandez, ASLPC President

Zainab Dogar, ASLPC Vice President

#### **Members Absent:**

Howard Blumenfeld, Professional Develop.

Michael Sugi, LPC SEIU

#### **Guests:**

Amir Law, Ed.D., Dean BHAWK

### 1. Call to Order

Ms. Bennie called the meeting to order at 2:37 p.m.

### 2. Review and Approval of Agenda – The agenda was approved with the addition of Planning Priorities. (Garcia/Hart).

### 3. Review and Approval of Minutes – The minutes from the April 26, 2018 meeting were approved. (Korber/Johnson).

### 4. Action Items

a. **College Council Meeting Calendar for 2018-2019** – The dates for the upcoming year council meetings were discussed and there were no objections. Kelly Abad will send the meeting dates out.

b. **College Council Charge and Structure** – The charge was discussed and changes include:

The College Council facilitates communication and coordination to provide direction through appropriate involvement among all constituent groups of the college community. Responsibilities include, but are not limited to:

- Formulating, reviewing, and revising College institutional principles, including the Mission Statement, Vision, Values, and Educational Master Plan Goals with accompanying strategies;
- Reviewing and evaluating the Participatory Governance system, including committee structure, making recommendations for revisions on a regular basis and when necessary;
- Providing review, direction and accountability for the Accreditation Steering Committee;
- Supporting institutional and strategic planning efforts for the College;
- Reviewing recommendations regarding planning, budget and allocations to ensure the integration of planning budget and allocation processes;
- Operating as a channel for college issues going forward to the District including review and recommendations for policy and procedural changes, as appropriate; and,
- Functioning in a leadership role for various college-wide projects, as appropriate.

Deletions include:

- Developing recommendations and delegating issues to Participatory Governance and Committees, as appropriate.

c. **Review and approval/acknowledgement of committee changes** – The Student Success Committee could potentially be combined with Basic Skills, since they need to have a unified plan. Ms. Hart mentioned that this has come up as a thought that they could combine. Dr. Inzerilla mentioned that this committee should report to Academic Senate as well as Student Services. Ms. Korber stated that the senate was pretty adamant that this reporting structure stays. This will be a longer conversation than can be done today.

With the suggested reporting structure of College Council, a yearly calendar should be built out so that it is known what is coming up. College Enrollment Management reports to DEMC and to the President. The report from CEMC should come from someone who is already at the College Council meeting. A question also came up about the Executive Facilities Committee and where that fits into the structure. It was suggested to have a committee chair lunch at convocation. The students also want an intentional meeting with the student representatives so that they understand the responsibilities of serving on a committee. The committee reporting structure was approved. **(Inzerilla/Garcia). Ruys abstained.**

It was moved to approve the College Council membership with two members from each of the senates. **(Spirn/Miner). Ruys Abstained. Garcia voted against.**

The College Council proposed charge was approved. **(Garcia/Johnson). Ruys abstained.**

Ms. Julian stated that the Student Success Committee will review their charge in the fall.

There was a motion to accept the committee charge changes that were reviewed at a previous meeting. **(Johnson/Inzerilla). Ruys abstained.**

The calendar for the Accreditation Steering Committee and their desire for release time was approved with one change under Mr. Samra's area. **(Korber/Garcia).**

## 5. New Business

- a. **Planning Priorities** – Mr. Samra mentioned that IPEC received status updates regarding all four planning priorities. The committee made a recommendation that they should all continue. IPEC requested to lay out a plan to conclude those by the end of the year: Curriculum, Accreditation and Tutoring. There is a log of change coming with regard to tutoring. Ms. Bennie stated that she agrees that all four will stay.
- b. **President**
  - o **Guided Pathways** – Ms. Bennie mentioned that issues will come up for the next year and the guided pathways discussion should be delayed until then. Items to be discussed include where guided pathway's home is and what leadership will be involved, since it does need more structure. Ms. Hart mentioned that the steering committee met for the first time in April. There will be a retreat in August. The steering committee has all representatives and 5 students showed up. There is a ton of work that has to be done. Who is the committee reporting to? Who signs off on requisitions? The charge will be worked on, but it is not officially a steering committee at this point.
  - o **Task Forces** – Ms. Bennie mentioned that Task Forces will be discussed at the next meeting.

## 6. Old Business

- a. **VP of Student Services** – Mr. Garcia discussed career certificates. There has been much discussion about what is the appropriate protocol. There is protocol that will be used this year and Student Services would like to get support. Students should be directed to the Admissions and Records Office. A&R will create the certificates themselves. There will be a record of what they have earned and there will be a notation on the actual transcript. The difference between a career certificate and a certificate of achievement is state approval.  
Academic Integrity was also discussed and Mr. Garcia is thankful to all the faculty members that worked with him on this topic. This will be discussed at the next Academic Senate meeting. Two pages of recommendations will be given to the Senate.

## 7. Updates

- a. **Academic Senate** – Ms. Korber stated that a resolution about the budget will go forward and be discussed at the next senate meeting. A letter to the new Vice Chancellor is also going to the senate, which asks for a line item in the budget to show that Chabot is paying the District back.  
The AP and BP from hours and units will be discussed at ESS tomorrow.

## 8. Adjournment

– Ms. Bennie closed the meeting