LAS POSITAS COLLEGE

College Council

Thursday, April 18, 2013
2:30 p.m., Room 4129

AGENDA

1. Call to Order — Walthers
2. Review and Approval of Agenda — Walthers
3. Review and Approval of Minutes – March 27, 2013 — Walthers
4. Old Business
   a. Planning Task Force Update — Thompson
5. New Business
   a. Preliminary Budget — Lang
6. Area Reports and Decisions
   a. Academic Services — Noble
   b. Administrative Services — Walthers
   c. Student Services — D. Rodriguez
   d. College Enrollment Management Committee (CEMC) — Orf
   e. Facilities Committee — Walthers
   f. Institutional Effectiveness Committee (IEC) — Samra
   g. Tangible Resources and Allocation Committee (TRAC) — D'Elena
   h. Staff Development Committee — Sato
   i. Sustainability Committee — Ansell
   j. Academic Senate — Thompson
   k. Classified Senate — DeNisco/Steffan

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l.	Student Senate	Aboud
m.	Faculty Association	McCoy
n.	SEIU	Eddy

7. Equity Perspective & Reflection: CCN Equity Point Person Questions
   a. How did the decisions we made impact various members of our community? Consider matters such as equitable distribution of resources, student access to services, barriers related to language, economic status, transportation, and literacy level, etc
   b. In what ways has the meeting process been equitable? Were all constituencies heard from? Were there voices that were not considered?
   c. Do we need more information or support related to this dialogue? What additional information or support is needed to assist the decision-making process?

8. Adjournment

Next Regular Meeting: ***May 23, 2013***
Room 4129
2:30 p.m.

Draft 1

LAS POSITAS COLLEGE

College Council

March 27, 2013
3:30 p.m., Room 801

MINUTES

Voting Members Present:
Quorum = 9

Position	Name	Present		Position	Name	Present
President (Chair, Non-Voting)	Kevin Walthers	X		**VP Academic Services**	Janice Noble	X
VP Administrative Services	(vacant)			**VP Student Services**	Diana Rodriguez	X
Academic Senate President	Sarah Thompson	X		**Academic Senate Vice President**	Elena Cole	X
Classified Senate Co- President	Frances DeNisco			**Classified Senate Co-President**	Todd Steffan	X
Student Senate President	Cherry Bogue			**Student Senate Vice President**	Ignacio Cortina	
Planning&Budget Comm. Chair	Bob D'Elena	X		**Facilities Comm. Chair**	Scott Miner	
CEMC Chair	Thomas Orf	X		**Staff Development Comm. Chair**	Michael Sato	X
Sustainability Comm. Co- Chairs	Rita Carson	X		**Inst. Effectiveness Comm. Chair**	Rajinder Samra	X
CLP FA Site VP	Jane McCoy	X		**LPC SEIU VP**	William Eddy	X

Others Present: Sharon Gach, Ted Kaye, Sylvia Rodriguez, ____, _____.

Note: This special College Council meeting on Wednesday, March 27, 2013 was convened by President Walthers to take final action on the new Mission, Vision and Values Statements for LPC, prior to forwarding to the Chancellor and Board of Trustees for review and approval.

1. **Call to Order** – The meeting was called to order at 3:32 PM by Dr. Walthers in room 801. Prior to this meeting a special college meeting took place to provide information on the Planning Task Force's presentation of a proposed committee structure.

2. **Review and Approval of Agenda** - The agenda was approved as drafted, by consensus.

3. **Review and Approval of Minutes** – The minutes of February 21, 2013 were reviewed and approved with one change. (M/S/P McCoy/D'Elena.)

4. **Old Business**

   None.

5. New Business

a. **College Mission, Vision, and Values Statements** – Dr. Walthers presented this item for the Council's consideration and action, referring to page 10 of the meeting packet. Approval by the Council will allow this item to go to the Board in April. He thanked the Planning Task Force for working so diligently on the new Mission, Vision and Values Statements.

Each of the Senates has reviewed and approved these statements. For documentation Dr. Walthers will put together the Planning Task Force key actions and recommendations with a memo from each of the Senates for the Board of Trustees. There will also be a Glossary of Terms included on the webpage with these statements, however, it is not an 'official' document and can be added to from time to time.

Dr. Walthers opened the discussion for comments. Jane McCoy provided some feedback on the Vision Statement. She mentioned that something stronger than the word "strives" may be more declaratory, such are we "are." Dr. Walthers shared that Bob D'Elena led a vigorous 45 minute conversation with the Planning Task Force on the wording of the Vision Statement, and several Task Force members did outside research on each type of statement. In addition, the October Town Meeting break-out groups worked diligently on the wording of all 3 statements.

Generally a Vision statement is 'aspirational' in nature; the Mission Statement is the more declaratory of the two. It was noted that if a college 'declares' a statement to be true it opens the college up to proving to the Accreditation Agency that it is true, and a college would also have to rate itself in a similar manner to rating its goals. For example, if LPC states "we <u>are</u> the ...." we would have to demonstrate to the ACCJC what sets us apart from the other 112 California community colleges. Changing the well- researched Vision statement in April would take additional time, and delay the Board review of this.

Dr. Walthers concluded that the Council has now heard the approval of the constituent groups the discussion of feedback given today, and he asked if the Council would like to vote on the recommendation today or send today's feedback to the constituent groups for a one or two month review period?

A motion was then made and seconded to approve the Mission, Vision and Values Statements as proposed by the Planning Task Force (D'Elena,Thompson). Dr. Walthers asked for discussion, and there was none. Dr. Walthers asked for the vote: Ayes - 11, Nays – 1; Abstentions – 0. The motion was carried.

Dr. Walthers will send the approved Mission, Vision and Values Statements to the Chancellor for Board review and request for approval.

b. **ACCJC Institution-Set Standards** – Dr. Walthers presented a new ACCJC requirement to the Council, and referred to page 32 of the packet for the informational memo.

Dr. Walthers shared that in 2008 Congress passed the Reauthorization of the Higher Education Act which requires institutions to set their own standards to "meet educational quality and institutional governance expectations." At the beginning of March the ACCJC alerted colleges to five new questions it had just added to the 2013 Annual Report in the Student Achievement Data section. He explained that after speaking with the chair of the ACCJC, Barbara Beno, he learned that the Commission would like the Trustees of the community college districts involved in these 'standards'.

In the ACCJC view a standard is not what must be attained, it is an aspirational number. One could think of it as the 'smoke detector level' -- if a college drops below this 'standard' level, it will trigger some sort of remedial action.

Our college goal is to fill out our 2013 Annual Report by the deadline of March 31st and with the ACCJC requirement to have the Board involved, we will ask the Chancellor to make this an informational item to the Board at its April 16th meeting. This action has been reviewed by, and is supported by, our Institutional Effectiveness Committee.

In reviewing the numbers on the 2nd page of the Memo to College Council, Dr. Walthers and Mr. Samra related that a 90% rate is too low, in that the college could be negligent. The 95% confidence range is a minimal number. The 95% would be our rolling 5 year average, and Mr. Samra has researched this and for any period after 2005 we never fell below 95%.

Mr. Samra explained several examples of the "under 95%" scenario that could possible create a situation to report to the Board with remedial action. These situations are rare and far between.

It was explained that these are not our aspirational goals; these rolling 5 year calculations are for colleges to tell the U.S. Department of Education that we are meeting a certain level (which we actually exceed) and letting them know how we would fix the situation if we fall below the thresholds shown in the memo.

Dr. Noble stated that she just returned from assisting on an accreditation site visit and of the 6 other colleges' representatives, no other college had the level of study that we have here and they took notes from her knowledge of LPC's work. She stated that we could be well ahead of the curve since we are looking at this from a five year perspective already.

Ms. McCoy mentioned that some situations are things that faculty don't have a lot of control over; for instance students failing to do their work. She would not want to see pressure put on faculty to lower standards to meet these measures. Dr. Walthers agreed that it would be inappropriate for administration to ask faculty to lower any standards for a reporting number.

Dr. Walthers said that if the college had to discuss this in future it would be something to review on an institutional basis. Hopefully this is something that faculty will never need to review again, as LPC already is in compliance with the Dept. of Education requirements and the 'smoke detector limits'. Also, if Administration does have to report this type of situation to the College Council and faculty it would be a problem that we would already be aware of through other measures and already in the process of addressing.

Mr. Samra stated that if LPC falls below these Institutional-Set Standards we would have control and be able to do certain interventions for improvements in problem areas. He added that we have met this standard for last 8 years.

Dr. Walthers noted that if the Council passes this today our Accreditation Liaison Officer (ALO), Dr. Noble, can put our Institution-Set Standards in our 2013 Annual Report which goes out on Friday, March 29th. It was noted that the Academic Senate representatives cannot vote on this for a technical reason, as it has not yet been presented to or voted upon by the Academic Senate.

It was motioned, seconded and voted to approve the Institution-Set Standards as shown in the March 27th memo to College Council (McCoy/D'Elena). Ayes – 9; Nays – 0; Abstentions – 2 (Thompson, Cole).

6. Adjournment

The meeting was adjourned at 4:24 PM.

Respectfully submitted,

Sharon Gach
Administrative Assistant, Office of the President

Sharon Gach - Fwd: College Council Meeting Packet / MAR. 27 / 3:15 / 801

From: Sharon Gach
Subject: Fwd: College Council Meeting Packet / MAR. 27 / 3:15 / 801

>>> Sharon Gach (Kevin Walthers) 3/26/2013 4:39 PM >>>
Colleagues,

Attached is the full College Council packet for tomorrow, March 27th. Please note that there are two action items on the agenda.

This is the special meeting to be held at 3:15, right after the 2:30 Special Town Meeting. All members of the campus community are welcome and encouraged to attend.

- Special Town Meeting: 2:30, Room 801
- College Council: 3:15, Room 801

I hope to see you there.
Regards,
Kevin

Kevin G. Walthers, Ph.D.
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>>> Kevin Walthers 3/25/2013 6:27 PM >>>
Colleagues,

As we indicated last week, we have scheduled an important all-campus meeting for Wednesday at 2:30 in Room 801.

The first 45 minutes will be in Town Meeting Format (but with this as the only topic) with a presentation from the Planning Task Force regarding a proposed committee structure. This is the first presentation of this concept and will need a systematic and deliberate discussion as we approach the end of the semester. I encourage you to attend so that you can participate in the discussions moving forward.

Promptly at 3:15 we will convene a special College Council meeting and invite all to stay for