



# DRAFT COLLEGE COUNCIL MINUTES

January 28, 2021 | 2:30 – 4:30 p.m. | Confer Zoom

## Meeting Minutes

### LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.

### LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

### College Council

Quorum: 10

#### **Non-Voting Members:**

Dr. Dyrell Foster, President (Chair)

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

Dyrell Foster, Interim V.P. Student Services

Kristina Whalen, VP Academic Svcs & Accred.

Steering Cmte

Anette Raichbart, V.P. Admin. Services & Budget Development Cmte

Rajinder Samra, IPEC

Titian Lish, Resource Allocation

Kristy Woods, Guided Pathways

Mike McQuiston, Technology

Sarah Thompson, Academic Senate President

Craig Kutil, Academic Senate VP

Thomas Orf, Faculty Association

Saba Salehifar, LPCSG President

David Rodriguez, Classified Senate President

Jean O'Neil-Opipari, Classified Senate VP

Mike Alvarez, LPC SEIU

#### **Members Absent:**

Mike Ansell, Facilities & Sustainability

Esmaa Elgarguri, LPCSG V.P.

### 1. Call to Order

Dr. Foster called the meeting to order at 2:31 p.m.

### 2. Review and Approval of Agenda

Mr. Kutil/Ms. Woods/motion to change Mr. Kutil's name to Mr. Orf's name in the Updates section for Faculty Association/unanimous.

### 3. Review and Approval of Minutes (12/10/20)

Mr. Kutil/Mr. Samra/one abstention.

### 4. Action Items

- Adding Degree & Career-Technical to Glossary of Terms for Mission Statement: Ms. Woods/Mr. Kutil/unanimous.
- Automotive Non-Credit Program/Mr. Kutil/Ms. Thompson/Mr. Kutil shared the modifications made to the course names/unanimous.
- BPs and APs
  - AP 4101 Independent Study
  - BP 3430 Prohibition of Harassment
  - AP 3430 Prohibition of Harassment
  - BP 3433 Prohibition of Sexual Harassment Under Title IX
  - AP 3433 Prohibition of Sexual Harassment Under Title IX
  - BP 3540 Sexual and Other Assaults on Campus
  - AP 3540 Sexual and Other Assaults on CampusMr. Kutil/Ms. Woods/one abstention.

### 5. Old Business

- COVID-19 Update: Dr. Foster shared that Alameda County is now in the purple tier, which doesn't have a great impact on LPC right now. LPC will continue to develop plans as the environment continues to improve. There is a District-Wide Reopening Task Force of which many of the College Council members participate. Ms. Whalen indicated that student athletes are being invited back to campus, with classes beginning on February 1. Only athletic students on the roster can participate. There is a safety plan in place and all athletes need to get tested. Ms. Raichbart indicated that there is a COVID-19 testing company using our facilities that will test our athletes as well.

- Budget Update: Ms. Raichbart shared the budgeted vs. actual figures for the fiscal year as of the end of December, 2020 and indicated we are right on target with an average actual total year to date of 50%. She also shared that we will be receiving additional funds for CARES, a percentage of which will go to students.
- Separating Summer and Fall Registration: Dr. Foster shared that LPC is continuing to work on the District-Wide Task Force to have separate summer and fall registration dates and a plan for implementation. There is a hope that the registration date(s) will be determined at the next meeting on Friday, February 5.
- Call to Action Update: Dr. Foster indicated he will be sending a campus-wide email update on the great work being done on the taskforce. ConnectUp, which began in the fall with volunteer coaches identified 130 students. The communication tool that worked the best was identified as Canvas. This program will continue in the spring. Dr. Foster also briefed the committee on a dedicated area for a Black Cultural Resource Center on campus and collaboration with Chabot and BEA for a series of activities for Black History Month as well as the speaker for February's Presidential Speaker Series.

## 6. New Business

- Guided Pathways: Program Groupings and Titles: Ms. Woods shared that the committee approved a new mission, which is on their web site. They are currently seeking approval on the Academic and Career Pathways, created in collaboration with campus communities including a large number of faculty and students. The Academic and Career Pathways, which she presented, will be the foundation for future communities, outreach, targeted marketing, career exploration, and course work. The goal is to roll this out before registration for summer and fall. The committee's next steps are to determine the number of students in each group, collaboration between the groups, and marketing in each group. They will also be looking at name changes, but a process needs to be defined first. This agenda item will be brought back to February's College Council meeting as an Action Item.
- Facilities Rental Fees: Ms. Raichbart indicated that the facilities rental fee structure and agreements are in the process of being updated. The fees are more in line with Chabot but still lower than many other community colleges. The terms "fee-charging" and "non-fee charging" are being replaced with "cost" and "non-profit cost." Administrative Services will continue to work with our long-term and community renters on appropriate rental fees. This agenda item will be brought back to February's College Council meeting as an Action Item.
- Shared Governance Committee Completed Tasks for 2019-20: Dr. Foster reminded the committee that the Shared Governance Committees submitted a list of their completed tasks for 2019-20 in May, 2020. The intent of College Council was to review the completed tasks to determine if the tasks supported the Committee's mission. Ms. Thompson and Mr. Samra volunteered to perform this review and bring the results back to a future College Council meeting.
- BPs and APs:
  - BP 5010 Admissions & Concurrent Enrollment
  - AP 5010 Admissions
  - AP 5011 Admission & Concurrent Enrollment of HS & Other Young Students
  - BP 5015 Residence Determination
  - AP 5015 Residence Determination

- BP 5020 Nonresident Tuition
- AP 5020 Nonresident Tuition
- BP 5070 Attendance
- AP 5070 Attendance
- AP 5075 Course Adds & Drops
- BP 5210 Communicable Disease
- AP 5210 Communicable Disease

The above BPs and APs will on the February 9, 2021 Chancellor's Council agenda for a first reading. They will also be on the February 25, 2021 agenda as an Action Item.

## 7. Information Items

- Shared Governance Committee Worksheets for 2021-22: These worksheets were submitted to each Committee Chair with a request to return to Ms. Moore by March 19, 2021 for review by College Council.
  
- BPs and APs for March, 2021 Foster
  - BP 4012 International Students
  - AP 5012 International Students
  - BP 5035 Withholding of Student Records
  - AP 5035 Withholding of Student Records
  - BP 5040 Student Records, Director Information, and Privacy
  - AP 5040 Student Records, Directory Information, and Privacy
  - BP 5055 Enrollment Priorities
  - AP 5055 Enrollment Priorities
  - BP 5130 Financial Aid
  - AP 5130 Financial Aid
  
- BPs and APs for April, 2021 Foster
  - BP 5200 Student Health Services
  - AP 5200 Student Health Services
  - BP 5400 Associated Students
  - AP 5400 Associated Students
  - BP 5410 Associated Students Elections
  - AP 5410 Associated Students Elections
  - BP 5420 Associated Students Finance
  - AP 5420 Associated Students Finance
  - BP 5430 Co-Curricular Activities
  - BP 5430 Co-Curricular Activities
  
- BPs and APs for May, 2021 Foster
  - BP 5016 Transfer of Units from Other Colleges
  - BP 5031 Instructional Materials Fees
  - BP 5031 Instructional Materials Fees
  - BP 5050 Student Success and Support Program
  - AP 5050 Student Success and Support Program
  - BP 5052 Open Enrollment
  - AP 5052 Open Enrollment
  - BP 5220 Shower Facilities for Homeless Students
  - AP 5220 Shower Facilities for Homeless Students

- BP 5300 Student Equity
- AP 5300 Student Equity
- BP 5500 Standards of Student Conduct
- AP 5500 Standards of Student Conduct
- BP 5530 Student Rights and Grievances
- AP 5530 Student Rights and Grievances

## 8. Updates

- **VP Academic Services: no update.**
- **VP Administrative Services: no update.**
- **VP Student Services:** Dr. Foster indicated that he is working with Student Services to see how services can be enhanced, including a possible virtual welcome center via Zoom so that students may get some general questions answered. A texting platform is also being explored. Outreach and recruiting efforts continue.
- **Accreditation Steering Committee:** Ms. Whalen indicated an Accreditation update was given at yesterday's Academic Senate meeting and is also planned for February's Town Meeting. The Committee had their first meeting of the spring semester and will be focusing on the latter half of Standard II.A.1 Instruction and I.B Institutional Effectiveness. An important piece of accreditation evidence, as well as reflection for the institution, will be staff and student surveys. Mr. Samra indicated that they are in the process of developing those surveys and are asking the teams who are working on each of the standards to provide a potential list of items for the surveys.
- **Budget Development Committee:** Ms. Raichbart indicated that the committee continues to meet prior to the regular PBC meetings as well as prior to the special PBC meetings. The meetings are really the beginning of our budget adoption cycles and the budget development process.
- **College Enrollment Management Committee:** Ms. Whalen indicated that Chancellor Gerhard and others from the District attended the recent CEMC meeting. Ms. Whalen indicated that LPC is used to reporting out week-to-week, but the District provided overall enrollment patterns and how far we are down. We are not seeing the enrollment patterns typical of high unemployment. The committee continued to discuss FTFs, new targets, and the number of classes cancelled. The first draft of the fall schedule is due to go out next Friday. The committee also discussed whether LPC received the FTF for the Sheriff's Academy. It was suggested this topic should be brought to the attention of VC Rowland.
- **Facilities and Sustainability Committee:** no report.
- **Institutional Planning and Effectiveness Committee:** Mr. Samra indicated IPEC will be reviewing the Integrated Planning and Budget Cycle and each of the four key processes.
- **Resource Allocation Committee:** Ms. Lish reported that the first meeting of the semester will be held next week and Dr. Foster will discuss RAC's Classified and Administration Position Recommendations. RAC will not be doing a second round of Instructional Equipment Requests due to lack of funding.
- **Technology Committee:** Per Mr. McQuiston's chat entry, the committee has not met yet this semester.
- **Guided Pathways Committee:** Ms. Woods reported that the Guided Pathways Demonstration Project will be meeting tomorrow to focus on success teams. Program Mapper is due to go live sometime this semester for students in time of registration. Career Coach has been purchased for the Career Exploration Platform. The Persistence Project with 40 instructors has already started this semester.

- **Academic Senate:** Ms. Thompson discussed the Academic Integrity at LPC document that has been in the works for several years. The document can be found at: <https://docs.google.com/document/d/11j8V00sH96O5sWVrXaJy2OKsBzAf-Pqnr3HIWBGXwXs/edit>
- **Classified Senate:** Mr. Rodriguez indicated that the Classified Senate is currently reviewing a possible recommendation regarding Caring Campus. This item will appear on February's agenda. The Senate continues to work on long-term goals. They want to improve communication and their voice, engage in relevant dialog and meaningful action. There is a need for greater professional support for Classified, they still face a lot of challenges.
- **LPC Student Government:** Ms. Salehifar shared that the Student Government had their first meeting last week and ICC had their first meeting as well. They are planning several events, including an ICC Virtual Club Fair scheduled for February 10 and 11. A coffee chat is scheduled for February 19 for students to meet their Student Government representatives and share feedback. Elections will be coming up in April. The ICC Chair position is currently vacant if anyone knows of any students who may be interested.
- **Faculty Association:** Mr. Orf indicated that Mr. Fouquet would be sending out an announcement to faculty with updates on negotiations. The F/A will be conducting evaluation trainings for faculty, one on February 11 and the other during Flex Day.
- **SEIU:** no report.

## 9. Good of the Order

Mr. Kutil shared that he's continuing the work that was started last semester in the Curriculum Committee on looking at equity-based curriculum when you are building or updating your course outlines.

Mr. Samra shared data from the National Student Clearinghouse Research Center on how well we are doing nationwide by the various sectors, including Public-4-year, Private-nonprofit 4-year, Private-for-profit 4-year, and Public-2-year. The graph shows that the Public-2-year is being hit the hardest.

**10. Adjournment:** 4:28 p.m.

**11. Next Regular Meeting:** February 25, 2021