



COLLEGE COUNCIL MINUTES

March 25, 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

Sarah Thompson, Academic Senate President

Craig Kutil, Academic Senate VP

Thomas Orf, Faculty Association

David Rodriguez, Classified Senate President

Jean O'Neil-Opipari, Classified Senate VP

Mike Alvarez, LPC SEIU

Members Absent:

Mike McQuiston, Technology

Mike Ansell, Facilities & Sustainability

Saba Salehifar, LPCSG President

Esmaa Elgarguri, LPCSG V.P.

Guests: Jin Tsubota, Amy Mattern

1. Call to Order

Dr. Foster called the meeting to order at 2:32 p.m.

2. Review and Approval of Agenda

Ms. Woods/Mr. Rodriguez/unanimous.

3. Review and Approval of Minutes (2/25/21)

Mr. Orf/Ms. O'Neil/Opipari/Mr. Rodriguez asked to include in the Classified Senate update that he also shared concerns about inclusion of Classified Professionals in governance/unanimous.

4. Action Items

- **Facilities Rental Fees:** VP Raichbart showed the updated Facilities Rental Fee proposal which indicates Dublin, Pleasanton, and Livermore non-profits will receive a 10% discount off listed price. VP Whalen/Ms. Woods/unanimous.
- **Classified Senate: Caring Campus Recommendation:** Ms. Woods/Ms. O'Neil/Opipari/Ms. Woods thanked Mr. Rodriguez for his leadership. Mr. Rodriguez shared his idea about implementing it during the fall semester/unanimous.
- **Accreditation: Quality Focus Essay Topics:** VP Whalen indicated they received a lot of feedback on the approach of the Proposed Quality Focus Essay. There has been agreement on the three topics which is what is being brought to College Council today. Academic Senate passed this two weeks ago. The plans are to take topics of Learning Resource Center, Guided Pathways Student Success Teams, and Professional Development and tie to pieces of college planning priorities, strategies, and the EMP so that are all moving in sync. Motion to approve: Ms. Woods/Mr. Samra/Mr. Samra thanked VP Whalen and Mr. Tsubota for reaching out to the campus community and asked if they have a sense of where this will be housed and how it will be integrated into our processes and committees. Mr. Samra's rationale would be that it would be a great opportunity for that office or committee to provide input to what is being written so that there is a greater sense of ownership. The committee discussed the relationship with IPEC, the EMP, and ultimately the Accreditation Steering Committee. Mr. Tsubota indicated his target date for having the first draft completed is the end of May. Mr. Samra suggested getting together over the summer to review, build, and provide additional feedback. Mr. Rodriguez asked that wherever possible in the document, please include Classified Professionals. Unanimous.

- **BPs and APs**
 - BP 5012 International Students
 - AP 5012 International Students
 - AP 5013 Students in the Military
 - 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
 - AP 5045 Student Records, Directory Info, Privacy
 - BP 5055 Enrollment Priorities
 - AP 5055 Enrollment Priorities
- Mr. Orf/Ms. Thompson/one abstention.

5. Old Business

- **COVID-19 Update:** Dr. Foster indicated that Owen Letcher gave an update on the projection for Alameda County to move to the orange tier next week. It increases classroom capacity from 25% to 50%. Conversations continue with regard to having activities on campus. Mr. Orf indicated that Dave Fouquet will be inviting faculty to provide input.
- **CARES Update:** VP Raichbart shared that we have received CARES Act money of which a portion will be distributed to institutions and a portion will be distributed to Financial Aid for students. She reminded Council members that LPC received our first portion (\$1.4 million) of CARES funding in May 2020 with another portion (\$4.1 million) in August/September 2020. The shelf life for these funds is May 19, 2021 with the ability to apply for an extension until May 2022 if needed. Recently, we received additional federal money, called ARA, which is American Recovery Act money. We received roughly \$10 million, half of which will go to financial aid and the other half to the institution. The shelf life for these funds is September 2023. This portion can be used to cover lost revenue. This will be presented at the next College Council meeting.
- **Budget Update:** VP Raichbart indicated that the budget hasn't changed from the last time it was presented. Right now through February, we are at 67% total expenses.
- **Call to Action Update:** Dr. Foster indicated that there is recognition that the Presidential Task Force is not part of LPC's formal governance process and there is discussion as to where it can receive oversight and support. The initial idea is to have it be part of the SEA Committee. This will be discussed at the next Presidential Task Force meeting in May. Room 1726 has been identified as a temporary space for the Black Cultural Resource Center, with room 1602 being taken offline as a classroom to be used as a meeting room instead. Dr. Foster indicated he is a member of Dublin's Community Task Force on Equity, Diversity, and Inclusion. Dublin's City Council has asked the Task Force to make recommendations on policing and creating a more inclusive environment for the citizens of Dublin. Dr. Foster indicated that in light of where we are with the certificate on Reimagining Policing in the 21st Century, he is intending to recommend Dublin work with LPC. Mr. McQuiston indicated he has had direct communication with the Chief of Police and invited him to sit on LPC's advisory board. Lastly, Mr. Samra shared a slide "Example of a Metric to Assess Progress: Fall to Spring Persistence: African American/Black Students in Comparison to All Other Students" that was presented at the recent Board Retreat. The data shows for African American/Black Students, the persistence rate from "Fall 2019 to Spring 2020" was at 65% and "Fall 2020 to Spring 2021" went up to 70%, the highest it's ever been.

- **Reopening Considerations and Plans Update:** Dr. Foster thanked VP Whalen for her leadership in initiating and launching the reopening plans from an Academic Services perspective. VP Whalen indicated that the District Reopening Task Force has been working on clear, concise, visually appealing communication that lets people know what we are doing as a District to keep them safe, including those returning in the fall. The Task Force is prioritizing the ventilation, filtration, and sanitation systems and addressing capacity issues. VP Whalen indicated that there are lots of options for students for fall and information will be rolled out to Tri-Valley Counselors. Dr. Foster indicated that LPC will be hosting two information nights in April targeting parents and families.
- **Enrollment/Marketing Efforts Update:** Dr. Foster indicated that we are trying to leverage the CARES funding in our enrollment efforts, including looking at students we've lost since March, 2020 that have a financial hold on their record to see if they would agree to allow us to apply grant funding to cover the financial hold cost. Student Services and the Outreach Team are intentionally working to get students through the matriculation process.
- **Institutional Capacity:** Dr. Foster acknowledged that we have a lot going on across the institution in many ways and shared that as part of our Guided Pathways Demonstration Project, we have the opportunity to participate in a Climate Scan in the fall. This will be a free campus-wide survey, conducted by an outside firm, which will capture where we are in terms of how folks are feeling about all of the things that are happening, including changed leadership at the institution. It should give us a better understanding of the perceptions from our faculty, classified professionals, and administrators in terms of our work environment and the change that is happening across the institution. It will let us take the temperature of the room, so to speak, amongst our colleagues. We will be able to review and assess the data.

6. New Business

- **Dual Enrollment/KIN Classes:** VP Whalen is bringing this issue to College Council due to some policies currently in the college catalog with regard to whether dual enrollment students can enroll in KIN classes. Dr. Whalen is proposing that College Council allows changing the language and policy about allowing dual enrollment students to enroll in KIN activity classes. This will be an action item on the next College Council agenda.
- **Credit for Prior Learning Draft Proposal Process:** Mr. Kutil reviewed the Credit for Prior Learning Draft Proposal Process and indicated that it is an expansion of Credit by Exam. Ms. Thompson indicated that the new CTE Committee or the Curriculum Committee would be a good place for oversight on this.
- **BPs and APs**
 - AP 3435 Discrimination and Harassment Complaint Procedures
 - BP 3310 Records Retention and Destruction
 - BP 5130 Financial Aid
 - AP 5130 Financial Aid
 - 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
- AP 5430 Co-Curricular Activities
- AP 6625 Art Exhibits and Displays in Public Places: Based on the language in the AP, Ms. Mattern expressed some concern about the time it would take to review every single piece of art regardless of the cost; perhaps a threshold is needed; and questioned whether capital projects be addressed. She indicated she was uncertain about how this AP would affect LPC's Art Gallery in Building 4000. Ms. Thompson indicated the college operates with some academic freedom which may differ from opinions of elected board members.

7. Information Items

- BPs and APs for May, 2021
 - 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

- LPC Student Government: no update.
- SEIU: no update.
- Guided Pathways Committee: Ms. Woods shared that the committee was in compliance with the 2019-20 and 2020-21 budgets and hopes to go out for the same positions next year. She put the link to the budget in the chat.
- Faculty Association: Mr. Orf indicated that the session to be held by Dave Fouquet that he mentioned earlier will be next Wednesday from 3-4:00 p.m.
- Academic Senate: no update.
- Classified Senate: Mr. Rodriguez shared Classified Senate has a lot of things in motion. They have approved two scholarships for \$300, they are reviewing their Bylaws, and moving forward on Caring Campus.
- VP Academic Services: no update.
- VP Administrative Services: no update.
- VP Student Services: Dr. Foster wanted to thank the VPSS Hiring Committee. There are three finalists. Second level interviews are next Wednesday, with campus-wide public forums on Thursday, April 1. A schedule will be sent out.
- Accreditation Steering Committee: The President of Mendocino Community College will be chairing

the virtual accreditation visit on February 24, 2022 and on-site visits on October 10, 2022.

- Budget Development Committee: VP Raichbart shared that the only update from PBC is the proposal for the District to put forward a new BAM. The Budget Development Committee meets this Friday to review. LPC is getting closer to budget development time.
- College Enrollment Management Committee: VP Whalen shared that the enrollment drop that we've experienced is well documented and holding steady at 15%. CEMC has been looking at how we've been affected by the Sheriff's Academy. If the Sheriff's Academy is removed from the equation, we're only down 9.5 to 10%.
- Facilities and Sustainability Committee: no update.
- Institutional Planning and Effectiveness Committee: April's meeting has been rescheduled to March 29 due to the Spring Break. The focus of the meeting will be getting the status of the current planning priorities.
- Resource Allocation Committee: Ms. Lish indicated the committee had completed the work for the year.
- Technology Committee: no update.

9. Good of the Order: Mr. Kutil indicated that one of the items brought up in the last Curriculum Committee meeting was to review course outlines to make sure there were equity minded considerations when writing the course outline. There is probably a need for some professional development and Ms. Kutil will speak with Mr. Powers. He is not sure if there will be a need for funding.

10. Adjournment: 4:30 p.m. Mr. Kutil/Ms. Woods/unanimous.

11. Next Regular Meeting: April 22, 2021