



# DRAFT COLLEGE COUNCIL MINUTES

August 26, 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):**

Kristina Whalen, VP Academic Svcs & Accred.

Steering Cmte

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

Jeanne Wilson, V.P. Student Services

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

Jean O'Neil-Opipari, Classified Senate President

Elizabeth McWhorter, Classified Senate VP

Kyle Johnson, LPCSG President

Lara Wiedemeier, LPCSG V.P

Mike Alvarez, LPC SEIU

#### **Members Absent:**

TBD, Facilities & Sustainability

### 1. Call to Order

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

### 2. Review and Approval of Agenda

Mr. Kutil/Mr. Johnson/two abstentions

### 3. Review and Approval of Minutes (5/13/21) and 5/14/21 Email Vote on Expanded Accreditation Steering Committee

Ms. Woods/Mr. Kutil/two abstentions

### 4. Action Items

- Vocational ESL (VESL) for Retail  
Mr. Kutil/Ms. O'Neil-Opipari/unanimous

### 5. Old Business

- COVID-19 Update and College Reopening Considerations and Plans: Dr. Foster shared that at the recent special Board of Trustees meeting, it was reported that there have been 49 COVID cases managed by the District from January 2021 to August 10, 2021. On Monday, the President's Office sent an email reporting three additional cases

Dr. Foster mentioned the email communication sent out to all faculty by the F/A leadership late Tuesday evening. Dr. Foster reported there is interest from leadership at Chabot College for a COVID case dashboard to provide updates on positive COVID cases that occur on our respective campuses. The District is working on a flowchart to assist with the decision/reporting process of COVID cases.

Dr. Foster reported that the District has initiated a vaccine mandate for students enrolled in programs and courses that have been identified as being at higher risk for spread of COVID, including EMS and paramedic and fire service technology, specifically the lab courses where students are in close proximity. Students who are enrolled in these classes are being asked by Friday, September 3 to submit a vaccine verification form in which they indicate their vaccination status. Students may request an exception. Faculty members and program coordinators will be providing a list of students that are participating in these courses so that the Student Health Center may contact them. Dr. Foster reported that LPC plans to schedule a vaccination program on campus before September 17

for students. Dr. Foster thanked VP Whalen and Dean Bell for their leadership on this. He then reported that Chancellor Gerhard sent an email to members of the Chancellor's Council acknowledging that the Board of Trustees recently had a special meeting where they reviewed District data and processes and are recommending edits to Board Policies BP 5210 Communicable Disease and BP 7330 Communicable Disease Protocol that would mandate COVID 19 vaccinations for all employees and students. A second reading of these BPs will take place on August 31. If adopted, they would be implemented in spring 2022. Chancellor Gerhard is requesting feedback on both BPs by the end of today.

- 2021-22 Return to Campus Plan: Dr. Foster shared the current version of the Return to Campus plan. He indicated with the potential vaccine mandate for spring 2022, the expectation is for all college employees to return to campus in January for the spring semester. He stressed that we will remain diligent and nimble in our planning processes, and as LPC has done for the past 18 months, we will modify our plans as required by state and county health departments.
- Budget/CARES Update: VP Raichbart gave a Budget/CARES Update by reviewing the slides and information that she shared during College Day. She emphasized that the college has stayed within our budget due to leveraging the CARES Act money. VP Raichbart reminded the council that this is temporary money that will go away once we spend it or automatically by September 2023. The District informed us recently that there is going to be a true-up, the funds they gave us was owed to us. We just received some additional full-time faculty money for this upcoming year, roughly \$640k and we have been given some money for some full-time faculty that was due to us several years ago but not received, roughly \$300k. VP Raichbart indicated we still have a structural deficit. Our salaries and benefits account for 98-100% of our budget.

## 6. Old Business

- Planning and Budget Cycle: Degree of Integration: Dr. Foster reminded the council that part of College Council's charge is to assess the degree of integration regarding budget planning and allocation. Previously Mr. Samra walked the council through the Integrated Planning and Budget Cycle diagram. IPEC has assessed the degree of effectiveness of each of those processes and Dr. Foster appreciates their work. The council's job is to review the recommendations and processes to ensure that the integration of planning and budget for our allocation processes are evident.

The college has a comprehensive program review and college planning process, which through the work of IPEC, really helps develop the college's planning priorities each year. It is a very informed process, a collaborative process. The Executive Team also has a collaborative process, which informs our institutional goals and priorities for the year as well. In summation, LPC has a strong and clear planning process, which is based on our institutional goals, and our Educational Master Plan.

College Council needs to demonstrate how we allocate our resources in alignment with those college planning priorities, those goals, and our strategic plans. RAC is a big part of that process by making recommendations to the President and the council. One of the things the council did in working with IPEC was to align the decisions that we made in accepting those recommendations from RAC and align those with our college priorities, ensuring that we were able to document how we make those decisions and the rationale that supports those decisions, which is based on our college mission and

planning priorities and goals.

Dr. Foster indicated that the Accreditation Team is working diligently in putting together the ISER and asked VP Whalen and Mr. Samra if there is a need that came up that stood out as a gap for that process. VP Whalen indicated that the standards that pertain most closely to this did not come from the committee's work and gathering evidence. She commended Mr. Samra who led the committee sentence-by-sentence on how our process aligns with it. They did not come to any conclusion that we needed an improvement plan. Mr. Samra indicated that one of the things at the next IPEC meeting is to close the loop on this and address some of the things that came up. He will report out at the next College Council meeting.

2019-2020 and 2020-2021 Shared Governance Committee Tasks: The council agreed that it would be worthwhile to ask each committee chairperson to post the completed tasks on their respective web site so that the committee's work is captured. Ms. Moore will send the completed tasks out to the chairs.

## 7. New Business

- President's Goals 2021-22: Dr. Foster shared the 2021-22 goals and indicated they are really reflective of LPC's executive cabinet goals. During a recent retreat, the Executive Team identified very important items that they want to accomplish this year. Each Vice President will align their goals against the goals listed from the retreat. They will then work with their Departments to align goals with the VP goals. Dr. Foster asked the council to use these goals to inform their own work this year so that everyone's energy and work is moving in the same direction.
- Native Land Acknowledgement: Dr. Foster shared that one of the conversations last year in the Student Equity and Achievement Committee was about native land acknowledgement with a recommendation that LPC should make a formal announcement that the college stands on native land. The council showed support for the recommendation and Dr. Foster indicated the Exec Team will move forward with some recommendations in terms of language and how to implement this and will bring it to our next meeting.
- BPs and APs (8/9/21 SLT)
  - BP 5140 Disabled Student Programs
  - AP 5140 Disabled Student Programs
  - BP 5200 Student Health Services
  - AP 5200 Student Health Services
  - BP 5300 Student Equity
  - AP 5300 Student EquityMr. Johnson/Mr. Kutil/unanimous
- BPs and APs (8/23/21 SLT)
  - BP 5016 Transfer of Units from Other Colleges
  - AP 5017 Response to Inquiry of Immigration Status
  - BP 5530 Student Rights and Grievances
  - AP 5530 Student Rights and GrievancesMr. Kutil/Mr. Johnson/unanimous

**8. Information Items:** None.

**9. Updates**

LPC Student Government: Mr. Johnson indicated that the LPC Student Government meets on Mondays at 2:00 p.m. He believes that the Student Senate will be passing a COVID vaccine mandate and shared that they have a number of large goals this year and will be partnering with committees and groups on campus to work toward those goals. Some of their goals revolve around equity, racial equity, LGBTQ, and mental health awareness. They are planning an event on Constitution Day with a focus on police violence.

SEIU: Mr. Alvarez indicated that SEIU has a tentative MOU regarding return to campus/return to work signed on August 19, 2021 and is available on the District web site. The goal is to safely transition back to campus.

Faculty Association: Mr. Orf indicated that negotiations continue during the next several months.

Academic Senate: Ms. Thompson reported that the Academic Senate had 3-4 extra meetings during the summer to craft, finalize, and approve the resolution to the Board of Trustees regarding a vaccine mandate. Their presentation to the Board went well with many individual voices in the room supporting it. She is gratified that it was well received and that the District is moving toward a required vaccine. Academic Senate has also put together subcommittees to implement two resolutions that were passed last spring. One was a triad resolution with Chabot regarding LGBTQ and Anti-Asian Hate. Advisory groups are moving forward. Mr. Kutil will work on three subcommittees: 1) LGBTQ support; 2) Anti-AAPI Hate Group; and 3) Anti-Blackness (along with Ms. Tracy Coleman). Academic Senate has started working on their goals.

Classified Senate: Ms. O'Neil-Opipari indicated that Caring Campus would be a big initiative this year. Classified Senate is holding a fundraiser at the Page Mill Winery. They conducted a COVID mandate survey with the Classified Professionals with 1/3 responding.

Guided Pathways Committee: Ms. Woods indicated that they have completed many web site updates as this is a year of implementation and action, and they want to be sure there is a clear way to find out about what GP is doing. Members of the committee are interviewing students for five paid-student positions for assistance to lead a team, meeting every Tuesday and Thursday morning. They are conducting research about what other colleges are doing, best practices, etc. Ms. Woods reviewed the list of GP-related committees and the times the committees meet.

Accreditation Steering Committee: Dr. Whalen indicated there has been much discussion on when our ISER will be due to the ACCJC. It is an ambitious timeline. The goal is to do a constituency review of a finished document in the fall. October 28 is the date for College ALOs to send informational materials to the District ALO for Board of Trustees. Dr. Whalen concluded that the ISER is in good shape, but there still a lot of work ahead.

College Enrollment Management Committee: Mr. Orf reported that we have gained ground in the last couple of weeks. Enrollment was previously down 15% but is now down by 11%, and this is across the board. We are preparing for spring now and it will be due within a few weeks. VP Whalen indicated they are asking program coordinators to provide a draft of a schedule with 60% of each discipline being positioned in person, leaving 40% instruction on-line, but recognizing that we are watching the developments of COVID.

VP Academic Services: Mr. Kutil shared that LPC received their G results today. One course was cross-listed and three approved.

Budget Development Committee: VP Raichbart reported that the committee would be meeting tomorrow. They have a timeline for the upcoming year to work on the new BAM. The committee is actively meeting and actively talking. Ms. Thompson indicated they are about to embark on a yearlong process at the District. They have identified elements of the new budget allocation model in terms of looking at data and having discussions and making decisions with a hope to have a “scaffold” of a new budget allocation model. The very first item that will be discussed is exactly how to fund the District and M&O. They are looking forward to a robust discussion tomorrow.

VP Administrative Services: VP Raichbart indicated that the Administrative Services office is open and staffed with at least one person five days per week. They have reinstated Garda. All business forms have been updated and are online and fillable, including a CARES Act Requisition Form.

VP Student Services: VP Wilson reported that A&R and Financial Aid are open for in-person services Monday thru Friday from 9:00 a.m. – 1:00 p.m. Counseling appointments can be made in person during that same time period; however, actual counseling appointments are only being held via Zoom during the hours of 9:00 a.m. – 5:00 p.m. with Tuesday open until 7:00 p.m. Student Services will be hiring four adjunct counselors and they continue to look for student assistants and peer guides who will be able to help with LPC’s virtual welcome desk. Please email VP Wilson if you know of strong candidates for adjunct counselors and email Mr. Shawn Taylor with student assistant recommendations.

Facilities and Sustainability Committee: no report.

Institutional Planning and Effectiveness Committee: Mr. Samra reported that IPEC would be meeting in a couple of weeks and closing the loop on their assessment and effectiveness of the four processes for the Integrated Planning and Budget Cycle.

Resource Allocation Committee: Ms. Lish reported that RAC would have its first meeting of the semester next week.

Technology Committee: Mr. McQuiston reported there were no updates.

**10. Good of the Order:** none.

**11. Adjournment:** 4:08 p.m. Mr. Orf/Mr. Kutil/unanimous.

**12. Next Regular Meeting:** September 23, 2021