

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

Meeting Name**Members Present (voting):**

Titian Lish, Chair (non-voting)
William Garcia, VP SS
David Johnson, Interim VP Academics
Nan Ho, Academic Svcs Dean
Ian Brekke, A&H Faculty
Cindy Balero, Classified
Jennifer Farber, Classified
Todd Steffan, Classified
James Weston, Classified

Members Absent:

Diane Brady, VP Admin Svcs
Sylvia Rodriguez, SS Dean
Scott Miner, CATSS Faculty
David Everett, MSEPS Faculty
Jose Calderon, SS Faculty
Jason Craighead, BHAWK Faculty
Donna Reed, Classified
ASLPC Student

1. Call to Order @ 2:37 p.m.**2. Review and Approval of Agenda**

The committee did not have quorum.

3. Review and Approval of Minutes

The committee did not have quorum.

4. Old Business**a. 2018-19 Classified & Administrative Position Request Form and Rubric**

The 2018-19 Classified & Administrative Position Request Form and Rubric were presented to the committee with the previously agreed upon changes identified by Sheri.

b. 2018-19 Instructional Equipment Request Form and Rubric

The 2018-19 Instructional Equipment Request Form and Rubric were presented to the committee with the previously agreed upon changes identified by Sheri.

Ian Brekke asked for a brief review of the discussion about providing a shorter IE form for lower-priced instructional equipment items, such as a small white board. It was suggested that lower priced items should be built into program budgets next year should requesters not want to complete the IE request form.

It was noted by William Garcia that the LPC Planning & Priorities are under consideration for changes. Sheri will check with Rajinder Samra before finalizing both RAC forms.

c. 2018-19 RAC Governance Worksheet

The 2018-19 RAC Governance Worksheet was reviewed by the committee with the agreed upon change to the Committee Charge reviewed. Committee members were asked to sign the worksheet.

5. Good of the Order

Nan commended Titian on the great job she is doing as RAC chairperson

6. Adjournment @ 2:50 p.m.