



# COLLEGE COUNCIL MINUTES

Thursday, February 23, 2017 | 2:30-4:30 p.m. | 1687

## 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/SAOs and integrate assessment of SLOs/SAOs 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):

Diane Brady, V.P., Admin. Services  
Roanna Bennie, V.P., Academic Services  
Diane Scott-Summers, Ph.D., Interim V.P., SS  
Rajinder Samra, IPEC  
Scott Miner, Facilities & Sustainability  
LaVaughn Hart, CEMC  
Joel Gagnon, Resource Allocation  
Karin Spirn, Program Review  
LaVaughn Hart, LPC Faculty Association  
Melissa Korber, Academic Senate President  
Tina Inzerilla, Academic Senate V.P.  
Heidi Ulrech, Classified Senate Co-President  
Amanda Ingold, Classified Senate Co-Pres.  
Ginger Ripplinger, LPC SEIU  
Eric Pineda, ASLPC President

#### Members Absent:

Barry Russell, Ph.D., President (Chair)  
Greg Daubemire/Howard Blumenfeld,  
Staff Development  
Angela Toledo, ASLPC Vice President

#### Meeting Guests:

#### 1. Call to Order

Ms. Brady called the meeting to order at 2:37 p.m.

#### 2. Review and Approval of Agenda – The agenda was approved as presented. (Gagnon/Ulrech). All in favor.

#### 3. Review and Approval of Minutes (12/15/16) – The minutes from the December 15<sup>th</sup> meeting were approved. (Korber/Inzerilla) All in favor.

#### 4. Action Items

- a. **ISLOs** – Ms. Hight discussed the ISLOs, formerly called core competencies. At a Town Meeting, Independent workgroups reduced the many core competencies. The categories will be available on eLumen. Course and program level SLOs can now be mapped up. The information is used by the Institutional Research office to see how well the campus is doing with each area. This item was approved by the Academic Senate. **The SLO handbook** was by the SLO Committee and redefines how the student learning outcomes are defined. The handbook offers guidance on how to interpret SLOs. It is useful now that it is a guide and is now in writing. It shows what an outcome is and what value is gained. These items were approved by the Council. (Korber/Spirn). All in favor.

#### 5. Informational items

- a. **President** – No update. Dr. Russell was absent from the meeting.

- b. **Academic Services** – No update.

- c. **Administrative Services** – Ms. Brady gave a short budget update. When the governor proposes his budget in January, the legislative analyst comes out with their analysis. The LAO advises the legislature and those hearings will most likely start up in March. The expectation is that the 2017-18 budget will be exceeded by 1.5 billion dollars in state revenue. This could provide the whole education system \$150 million, but we would get about 1.5% FTES which equates to about \$200K more. The three largest categorical items, student equity, basic skills and 3SP, will be looked at so we can see where we can leverage money. Ms. Brady will continue to give updates. A question came up about how the additional money would come to the campus. The answer is that the additional money could be given in a certain way. It is not certain that it would come to the District as general apportionment. One of the things that we have been advocating for statewide is an increase to the base because not all colleges are growing, but costs continue to go up.

- d. **Student Services** – No update.
- e. **Integrated Planning Committee (IPEC)** – Mr. Samra discussed that IPEC is reviewing the status of the planning priorities and more will follow at the March Town Meeting. At this time, IPEC is going over the Dean's planning summaries.
- f. **Program Review Committee** – Dr. Spirn mentioned that the program review process was supposed to go to a triennial review and the committee has decided to work with other committees to make it a yearly process. The committee is currently working on a template that would add curriculum review and discussion of the college's mission.
- g. **Resource Allocation Committee** – Mr. Gagnon mentioned that RAC made recommendations to the President regarding instructional equipment and he let us know what will be funded. Technology funding was identified to take some of the requests off the list. There are some items that will be funded by the CTE Strong Workforce money. The President crossed off two very large ticket items, which included the welding cell and pianos. This enabled funding for everything else on the list. The requests originally totaled over \$300K more than what is available. The Best of the Best chooses a fund to need every year and this year will be performing arts, which can help fund the pianos.

The rankings of the non-instructional positions were also shown. The Computer/Network Support Specialist II, Senior Instructional Assistant for Math, Instructional Systems Technician, and the Fiscal Coordinator for Special Programs and Grants will be funded by the general fund for hire. The Campus Safety Dispatcher will be funded hourly. Equity funds will take care of the Financial Aid Advisor II, Veterans Specialist and the Athletic Eligibility & Sports Information Specialist Administrative Assistant I. The ECD Professional Development Coordinator was funded by First 5 and now the college is maintaining the position with general funding. These positions were chosen strategically. The only other thing to note is that the Athletic Eligibility position is now going to Admissions and Records.

The request forms are currently being updated and will be brought back to make sure that everyone is ok with the changes.

- h. **Facilities & Sustainability Committee** – Mr. Miner mentioned that Vice Chancellor Horner talked about the total cost of ownership with the Board. The other item of interest is that the first item of the Measure A list, Building 2100, is different than what the committee prioritized.
- i. **College Enrollment Management Committee** – Ms. Hart stated that LPC is still up overall about 3%, but down about 2% from the same time last spring. The fill rates is a little lighter and productivity, the number of students per class, is down. A statement from CEMC was presented to the Board of Trustees with a binder of what the CEMC committee has worked on.

Review of the BAM is happening at PBC. The total cost of ownership proposals, in terms of facilities, show that budget cuts would come from the campuses. Given that there is no more new money coming in, this would be a big cut. The BAM needs to function in good times and bad.

Ms. Ripplinger stated that when another building is added, we do have people stretched thin. From a union stand point, we cannot accommodate the new buildings with the staff that we have now. Mr. Miner mentioned that maybe the switch is that we need to build buildings that are easier to take care of.

- j. **Staff Development Committee** – No update. Mr. Daubemire and Mr. Blumenfeld were absent from the meeting.

**k. Academic Senate**

- **Program Proposal Process** – Ms. Korber showed the program proposal process that was passed out at the Academic Senate meeting. It has gone to the Divisions twice and is now approved. Every program approval should go through academic senate so that it is known to exist. Ms. Bennie stated that in Curriculum Committee there is a move to not set up academic programs against CTE programs. The document will come back as an action item to the next College Council meeting. Ms. Ulrech asked about a process for retiring programs. Ms. Hart mentioned that there was a document in the past that discussed the process of discontinuing a program.
- **Resolution about Respect and Inclusivity at LPC** – This document that defines diversity was authored by Dr. Spirn and was shown as information to College Council. Mr. Miner mentioned that the students are wanting to create something similar.
- Ms. Korber discussed that the senate had a long presentation about budget. As a result of the presentation, a task force is being formed to look at the budget. The Senate is also looking at revising the board policy about institutional planning. College Day was also discussed with regard to planning the afternoon and having flexibility. The Buffington Award winner will be chosen by LPC this year. Lastly, the Staff appreciation event will take place on April 26<sup>th</sup>.

**l. Classified Senate** – Ms. Ulrech mentioned inviting classified to register for the Summer Classified Leadership Conference.**m. Student Senate** – Mr. Pineda discussed hosting an open gym at LPC. They are also working on art murals and elections are coming up. Mr. Miner sent out messages to set up administrative lunches and one is scheduled for March 16<sup>th</sup> at noon.**n. Faculty Association** – Ms. Hart mentioned that there is a general meeting on March 29<sup>th</sup>, which is the 5<sup>th</sup> Wednesday. Representatives from the Faculty Association of California Community Colleges will bring information about what is happening with the budget and other important information.**o. SEIU** – Ms. Ripplinger stated that SEIU elections have been pushed to April, but the date is not yet set.**6. Adjournment** – Dr. Cota adjourned the meeting at 4:17 p.m.**7. Next Regular Meeting** – Thursday, March 30, 2017