



# College Council Minutes

April 27, 2023 2:30 p.m. – 4:30 p.m.  
Recorder: Sheri Moore

LPC Mission Statement	LPC Planning Priorities	
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.	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.
Chair	Faculty Association (1)	SEIU (1)
<input checked="" type="checkbox"/> Dr. Dyrell Foster	<input checked="" type="checkbox"/> Dr. Thomas Orf	<input checked="" type="checkbox"/> Mike Alvarez
Academic Senate (2)	Classified Senate (2)	Student Senate (2)
<input checked="" type="checkbox"/> Sarah Thompson, President <input checked="" type="checkbox"/> Collin Thormoto, Vice President	<input checked="" type="checkbox"/> Jean O'Neil-Opipari, President <input type="checkbox"/> Aubrie Ross for Elizabeth McWhorter, Vice President	<input type="checkbox"/> Lara Wiedemeier, President <input type="checkbox"/> Morgan Minkler, Vice President
Committee Chairs	Vice Presidents (3)	Guests
<input type="checkbox"/> TBD, Accreditation Steering <input checked="" type="checkbox"/> Dr. Anette Raichbart, Budget Development <input checked="" type="checkbox"/> Dr. Thomas Orf, College Enrollment Management <input type="checkbox"/> Russell Jensen, Facilities & Sustainability <input type="checkbox"/> Rajinder Samra, Inst. Planning & Effectiveness <input checked="" type="checkbox"/> Kristy Woods, Guided Pathways <input checked="" type="checkbox"/> Titian Lish, Resource Allocation <input checked="" type="checkbox"/> Mike McQuiston, Technology <input checked="" type="checkbox"/> Melissa Korber, Career Technical Education	<input checked="" type="checkbox"/> Dr. Dyrell Foster, Interim VPAS <input checked="" type="checkbox"/> Dr. Anette Raichbart, Administrative Services <input type="checkbox"/> Dr. Jeanne Wilson, Student Services	<input type="checkbox"/>

**Attendance (Quorum = 9)**



Agenda Item	Information/Discussion	Action/Date/Entity
1.	<p><b>Call to Order</b> <i>For information</i></p> <p>All welcomed. Dr. Foster called the meeting to order at 2:33 p.m.</p>	None
2.	<p><b>Review &amp; Approve Agenda</b> <i>For action</i></p> <p><a href="#">Agenda</a> reviewed. Ms. Woods/Ms. Korber/unanimous.</p>	Approved
3.	<p><b>Review &amp; Approve Prior Minutes</b> <i>For action</i></p> <p><a href="#">March 23, 2023 Draft Minutes</a>. Ms. Woods/Mr. Thormoto/one abstention.</p>	Approved
4.	<p><b>Action Items</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>• <b>Shared Governance Worksheet Updates</b> <ul style="list-style-type: none"> <li>○ <a href="#">Faculty Hiring Priority</a> (add Emergency Replacement definition)</li> <li>○ <a href="#">Guided Pathways</a> (changes: charge, chairmanship, membership)</li> <li>○ <a href="#">IPEC</a> (change to charge)</li> <li>○ <a href="#">MLEA</a> (no changes)</li> <li>○ <a href="#">Professional Development</a> (no changes)</li> <li>○ <a href="#">RAC</a> (change to charge)</li> <li>○ <a href="#">SEA</a> (no changes)</li> <li>○ <a href="#">SLO</a> (no changes)</li> <li>○ <a href="#">Technology</a> (no changes)</li> </ul> </li> </ul> <p>Motion to approve Shared Governance Worksheet Updates: Mr. Thormoto/Ms. Woods/unanimous.</p>	Approved

<p>5.</p>	<p><b>Old Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• <b>Shared Governance Worksheet Updates</b> <ul style="list-style-type: none"> <li>○ <a href="#">College Council</a>: Council expressed interest in including Director of Communications and Marketing and Director of Equity as voting members.</li> <li>○ <a href="#">CEMC</a>: Dr. Orf clarified the committee would like to add one Counseling Faculty as a voting member and change the co-chairs to non-voting members.</li> </ul> </li> </ul>	<p>5/11/23 Action Item</p> <p>5/11/23 Action Item</p>
<p>6.</p>	<p><b>New Business</b> <i>For discussion</i></p> <ul style="list-style-type: none"> <li>• <b>College Strategic Priorities</b> <ul style="list-style-type: none"> <li>○ <a href="#">Organization Realignment Conversation</a>: Dr. Foster reminded Council members that the purpose and scope of this Organizational Realignment Conversation is to align our institution in a way that allows us to better serve our students in a more effective way. He reminded Council that this is a long-term vision with a phased approach. He indicated we need to remain realistic in terms of what is feasible for us as a college, especially in terms of restoration of our enrollment and stability of funding. One of the main things that has come out through conversations on campus and at the District is identifying where things live and who is responsible for some of the strategic thinking regarding some of these initiatives, programs, and functions. Dr. Foster acknowledged bandwidth and capacity issues. Dr. Foster walked Council members through the PPT. Ms. Thompson indicated it might make more sense to keep Honors, RAW, Smart Shops, and Tutoring together under A&amp;H.</li> </ul> </li> <li>• <b>Guided Pathways</b> <ul style="list-style-type: none"> <li>○ Communication Plan Based on Student Data</li> <li>○ Pathway Canvas Sites to Support Students in Their Academic &amp; Career Pathway</li> </ul> </li> </ul> <p>Ms. Woods shared the “<a href="#">Communication Flow Plan supported by Data Points – The Student Experience</a>.” The goal of the plan is to try to communicate some of the automatic communications that we would like to see along a student’s pathway, intentional pull of information that we would want data on, where are our students, and then automatic communications and sometimes based on equity and DI groups and different initiatives, some intentional engagements. What are some of the things we want to know about our students, where are they in the different steps to success, etc.? Potential engagement could go all the way through the semester. Ms. Woods talked about AB 1705 and 705 specific data to Math, English, ESL, and DSPS. Ms. Woods spoke</p>	<p>5/11/23 Old Business</p> <p>None</p>

	<p>about Ellucian Recruit (from application through enrollment) and then Advise would take over upon the student enrolling in the class. Ms. Woods then shared what the Canvas Sites would look like with a goal of fall. Ms. Woods indicated that they have received a lot of feedback from the GP Ambassadors but are looking forward to getting additional student feedback. Ms. Woods wrapped up this discussion by saying that the Canvas site is very mobile-friendly.</p> <ul style="list-style-type: none"> <li>● <a href="#">AP 6625 Art Exhibits</a>: Dr. Foster indicated that this AP has come to the campus in various ways, including Academic Senate, Classified Senate, the Art on Campus Task Force, and now through College Council.</li> <li>● <b>Potential Health &amp; Wellness College Planning Priority</b>: Mr. Samra shared that the IPEC committee is thinking about proposing a potential college plan related to health and wellness as a result of reviewing the Deans’ program review summaries and the staff experiences survey. Mr. Samra shared the wording of one of the college planning priorities as “develop a campus culture that supports the mental and physical wellness of employees in order to improve the overall success of the college and its students.”</li> <li>● <b>Budget Update</b>: Dr. Raichbart provided a budget update indicating her office is actively working on closing the books for 2022-23. She encouraged staff to continue submitting receipts, invoices, etc. They are looking forward to the May revise, anticipating a slight change from the January budget proposal. Ms. Thompson asked if there have been any updates since the last time the budget development process was looked at with the new SCFF model where the initial numbers they identified for us were less than our budgeted salaries at the college. Dr. Raichbart indicated no and that it is still about \$3.8 million dollars below where our salaries are. Ms. Thompson asked about the District’s take on that and Dr. Raichbart indicated we raised that concern with VC Nicholas who indicated stay tuned, it’s not final. Dr. Raichbart indicated the Budget Development Committee was meeting next week and she hopes to have news by then. Conversation on this subject continued with discussion about how Chabot has overspent for a number of years and was not held accountable. Dr. Raichbart shared the <a href="#">CLPCCD Internal Resource Allocation Model FY 2023-24 Simulation</a> and the <a href="#">Revenue Allocations for 2023-24 Tentative Budget</a> with the Council. Dr. Raichbart showed the amount both LPC and Chabot are slated to get for FY 2023-24 and indicated that LPC is getting \$3 million more and Chabot is getting \$7 million more than the FY 2022-23 Adopted Budget in the simulation. In summary, Chabot can cover their raises and LPC cannot cover their raises. It was noted that salaries are obligations and the District must cover their obligations. Dr. Raichbart stressed that this is a tentative budget and no conversations have followed since receiving the documents. Dr. Foster asked Ms. Moore to request that the budget be placed as a topic for the upcoming SLT agenda.</li> </ul>	<p>5/11/23 Action Item</p> <p>5/11/23 Old Business</p> <p>5/11/23 Old Business</p>
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	<ul style="list-style-type: none"> <li>• <b>College Governance</b> <ul style="list-style-type: none"> <li>○ <b>Shared Governance Worksheets</b> <ul style="list-style-type: none"> <li>○ <a href="#">Accreditation Steering Cmte</a>: The Committee would like to change the Executive Assistant to a voting member.</li> <li>○ <a href="#">Career Technical Education</a>: The Committee would like to update the charge to include “make recommendations, and report out on outcomes” for the Economic and Workforce Development Plan.</li> <li>○ <a href="#">Facilities &amp; Sustainability</a>: The Committee would like to add Climate Fellow to the membership as a non-voting member.</li> <li>○ <a href="#">Program Review</a>: The Committee would like to change the membership to 1 Classified Professional at large and 1 Classified Professional from Student Services. The Committee would also like to change the following to non-voting members: 1 A&amp;H Faculty, 1 BSSL Faculty, 1 PATH Faculty, 1 STEM Faculty, 1 F/A Rep, 1 Student Government Rep, and 1 SLO Committee Member.</li> <li>○ <a href="#">Health &amp; Safety Cmte</a>: No changes to this committee.</li> </ul> </li> </ul> </li> </ul>	<p>5/11/23 Action Item</p> <p>5/11/23 Action Item</p> <p>5/11/23 Action Item</p> <p>5/11/23 Action Item</p> <p>5/11/23 Action Item</p>
7.	<p><b>Information Items</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• <b>Enrollment Assessment Project Final Report</b>: Dr. Foster shared the <a href="#">Kennedy &amp; Company Recommendations</a> shared at Chancellor’s Council. There are four main areas that focus on process, technology and people.</li> <li>• <b>IEPI/PRT: Student Success Teams</b>: Dr. Foster gave an update on the Peer Resource Team that came to LPC earlier this semester. LPC requested support regarding the development of our Student Success Teams and from that we’ve developed a draft action plan that we have sent back to them. The action plan will challenge us to make some key decisions on the structure of our Student Success Teams. Questions to consider is whether we have a point of contact for each of the Student Success Teams, who that should be, do we need to have some clear roles and responsibility for those serving on the Teams, what is the role of faculty, classified professionals, etc. With the completion of the action plan, comes a \$200k grant to help us as we move into the new academic year. Another visit in the fall will be scheduled for the PRT to assess how LPC is moving forward with the action plan.</li> </ul>	

<p>8.</p>	<p><b>Updates</b> <i>For information</i></p> <ul style="list-style-type: none"> <li>• <b>Technology Committee:</b> No report.</li> <li>• <b>LPC Student Government:</b> No report.</li> <li>• <b>SEIU:</b> No report.</li> <li>• <b>Faculty Association:</b> No report.</li> <li>• <b>Academic Senate:</b> Ms. Thompson shared that Academic Senate has begun a comprehensive math non-success retention project that is focused on creating a culture and support network for students who are coming off or experiencing non-success in math and how to keep them engaged and enrolled, more specifically. Council discussed revisiting the title of the project to better capture the purpose and intent of the work. Ms. Thompson indicated Mr. Kutil could potentially work on that. The timeline for that project goes through next spring. Ms. Thompson also reported that the Senate did redo the General Education requirements for local degrees beginning in fall, 2024 where community colleges across the state will have to include Ethnic Studies as a local degree requirement. They modified the degree to actually increase the number of General Ed requirements from 25 to 28 which means for a higher unit load, AA degrees there will be less flexible. They did maintain the AS degrees at 19 units of general education requirements. For both AA and AS, American Cultures was removed as a requirement. With the State mandating Ethnic Studies, it made the American Cultures requirement redundant.</li> <li>• <b>Classified Senate:</b> Ms. O’Neil-Opipari thanked the Guided Pathways Committee for using the Tri-Chair model. Elections will be finalized on May 2 with officers being announced on May 3. The Outstanding Professional of the Year will be announced at College Day. The Classified Senate Retreat is being planned with guests, Dr. Tracey Coleman and Dean Amy Mattern.</li> <li>• <b>Guided Pathways Committee:</b> Ms. Woods indicated a huge monster of a report is due on June 1 and would like Dr. Foster and Ms. Thompson to sign it.</li> <li>• <b>Accreditation Steering Committee:</b> No report.</li> <li>• <b>VP Academic Services:</b> No report.</li> </ul>	<p>None</p>
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	<ul style="list-style-type: none"> <li>• <b>College Enrollment Management Committee:</b> Dr. Orf indicated that at the last CEMC meeting, Dr. McElderry gave a good presentation on the rationale of starting to look at productivity based on discipline. The conversation will continue with Mr. Orf looking into changing the discipline plans.</li> <li>• <b>VP Administrative Services/Budget Development Committee:</b> No additional information per Ms. Raichbart.</li> <li>• <b>VP Student Services:</b> No report.</li> <li>• <b>Facilities and Sustainability Committee:</b> No report.</li> <li>• <b>Institutional Planning and Effectiveness Committee:</b> Mr. Samra indicated the next IPEC meeting will be held on May 11 from 2:30 – 3:30 p.m. with a presentation on college planning priorities coordinated by Dr. Wilson and the potential college planning priority on enrollments.</li> <li>• <b>Resource Allocation Committee:</b> Ms. Lish reported the committee has been having conversations about updating RAC documents. The committee has questioned their role for next year on recommending instructional equipment and whether Deans can get the equipment quicker.</li> <li>• <b>Career Technical Education:</b> Ms. Korber reported on Perkins Funding and ranking 14 projects. There is enough funds for 7 projects of roughly \$15k each.</li> </ul>	
9.	<b>Good of the Order</b> <i>For information</i>	<b>None</b>
10.	<b>Future Agenda Items</b> <i>For discussion</i>	<b>None</b>

**Meeting adjourned at 4:25 p.m.**

**Next meeting: May 11, 2023, 3:30 p.m.**