



ACADEMIC SENATE MINUTES

September 27, 2023 | 2:30 – 4:30 pm | Room 21147 + zoom for visitors

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 lifelong learning.

LPC Planning Priorities

❖ 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.

LPC Academic Senate Quorum: 9

Non-Voting Members:

President: Ashley Young
President-Elect:
Student Government: Brody Price
Faculty Association: Heike Gecox
Admin.: Rifka Several

Voting Members:

Vice President: Craig Kutil (Fall), Collin Thormoto (Spring)
Secretary: Christina Lee
Treasurer: Ashley McHale
BSSL: Robin Roy, Daniel Cearley
A & H: John Kelly, Catherine Suarez
STEM: Jennifer Siders, David Montelongo
PATH: Scott Miner
Student Services: Christina Lee, Julie Nguyen
Part Time Representatives: Jeff Judd, Valerie Connors

1. **Call to Order:** meeting called to order at 2:31 pm and quorum established.
2. **Confirmation of Senators attending by Zoom:** none
3. **Review and Approval of Agenda:** motion to approve: moved (Ashley McHale)/seconded (Craig Kutil)/ approved
4. **Review and Approval of Minutes (September 13, 2023):** motion to approve: moved (Craig Kutil)/ seconded (Ashley McHale)/approved
5. **Public Comments (5 minutes):** *This time is reserved for members of the public to address the Academic Senate. Please limit comments to 3 minutes. In accordance with the Brown Act, the Academic Senate cannot act on these items. NONE*
6. **Action Items**
 - 6.1 AP 4027 Travel Study Programs - Revised Draft 9.2023 (Daniel Cearley) *see attachment posted on website; a vote of Academic Senate approval means the draft will be forwarded to VC Rowland for work on the application for VP Academic Services Nan Ho*
Motion to approve: moved (Craig Kutil)/seconded (Collin Thormoto)/discussion: question about speech team travel/approved
7. **Consent Items:** motion to approve 7.1 and 7.2: moved (Craig Kutil) /seconded (Ashley McHale)/approved
 - 7.1 Veterans First Program Counselor Assistant II Hiring Committee: Jose Calderon
 - 7.2 Fall 2024 Curriculum Committee Changes, 9.18.23 (*see attachment posted on website*)
8. **Reports**
 - 7.1 LPC Student Government (Brody Price) none; Ashley shared their report to the board of trustees at the last meeting (*see attachment on the website*)
 - 7.2 CTE (Melissa Korber) none

7.3 SLO Committee (John Rosen): They have met three times. A Flex Day session will be presented with a focus on the three-year cycle. We are on year one; some programs have not submitted their plans and John will email them to attend the Flex session. The committee discussed goals, including making the committee a better resource for faculty and providing more data analysis (this might be a subject for a Town Hall meeting). Rajinder will be asked to come to a meeting on how to use data from Illumen.

7.4 Program Review Committee (Nadiyah Taylor): none

7.5 CEMC/DEMC (Ashley Young) (*see documents posted on the website*): By the first Friday in October, we need to submit our request for Spring. We will need more than our allotted FTES. We want to have what we are allotted, plus some available if courses are filing quickly; requesting 10 additional to the allotted 14. Both LPC and Chabot are doing well on their target goals. More on this in the President's Report. Question about late start evening classes being included in the data.

7.6 Faculty Hiring Prioritization (Heike Gecox) Scott Miner: they are still gathering applications; there will be double digit applications that are not yet ranked.

7.7 Accreditation Steering Committee (Jeff Judd) Jeff is not on this committee.

7.8 District Technology Committee (Jeff Judd): Their next meeting is in October and he will report after that.

7.9 Guided Pathways (Kristy Woods): none

7.10 Alternative Academic Calendar Committee (*note committee name correction*) (Craig Kutil): the calendar summary: summer sessions are longer by two weeks, winter sessions are longer by two weeks; semester breaks would still be one week. If it is approved, the start is Fall 2026. The process has to have a plan presented to the Chancellor's office showing the two-year schedule for different programs.

The committee is meeting tomorrow about what will be presented during this semester: four in person meetings and online information sharing sessions that should be consistent for both campuses. There will be a Flex Day session on the Alternative Academic Calendar (presented by Scott Miner and Jason Maxwell).

Classified Professionals have concerns about the lack of research on impacts to their various positions.

Questions have be forwarded about the effect on attendance in shared governance committees (a "college hour/hours" would be assigned with no classes assigned has been suggested).

Scott went with VC Fleisher-Rowland to LPC Student Government to listen to student concerns and ideas. They had concerns about working students and the effects of an increased class load. However, there was no clear support or rejection. They requested that AACC members attend a club day, and take a "straw poll" there for support/non-support.

At our next Senate meeting Scott will share the slides prepared by a consultant that were presented to LPC SG. Note that there are not a lot of details, and no “pros and cons” presented.

A survey will be sent to staff, faculty and students separately to collect data. Ashley: the committee will provide a recommendation to the chancellor and board. FA and SEIU also need to address this new calendar for their constituents.

The compressed calendar will be a discussion item for next meeting, along with Scott’s presentation.

7.11 Treasurer (Ashley McHale): Ashley will send out the Senate fundraising donation QR code and URL link with an email; let divisions know that we are collecting funds for our scholarship.

Our Bank of the West switched to Bank of Montreal, and started charging \$21 in monthly service charges. There is \$237.58 in the Senate account. Ashley will find out about moving to UNCLE Credit Union.

7.12 President (Ashley Young)

President’s Council: our LPC Child Development Center child care costs will be going up, but still less than other providers.

Chancellor’s Council: discussion of 2 pm food service closure, and how the Mini Market free food and campus vending machines affecting the dining hall vendors. Question about the 2 pm closure which affects night students who want more than vending machine food, and the Mini Market is not open.

Board of Trustees: the 2023-24 budget was approved (*see attachment on website*). We are on SCFF “hold harmless” until 2024-25; we will keep our level but no COLA as a permanent increase to our state funding.

9. Old Business

9.1 Academic Senate Subcommittees: any additional members added from division meetings; any meeting updates?

- Credit by Examination (Melissa Korber): Craig and Melissa met; they are looking at existing student paperwork for this. They plan to meet next week.
- AI and Student Plagiarism Policy (Katie Eagan) Katie and Catherine are working together; Sarah Thompson is developing policies for her courses so they will contact her, and also look at what other colleges are doing.
- Common syllabus (Ashley McHale): Ashley, John and Robin will set a meeting
- Part time faculty equity (Jeff Judd and Daniel Cearley) Dan, Chris and Jeff met and are working on a document. They are looking at the job security aspect of this issue, semester to semester.

- Increasing faculty diversity (Collin Thormoto) They have met once, and have scheduled another meeting. One consideration is the part-time seniority list which is under FA purview. CSU East Bay addressed this with recommended/not mandated diversity training for hiring committee members. We used to do cohorts (though we don't have large hiring cohorts now). We can work with the Professional Development Committee to establish a "transitional year" and also track faculty into affinity groups. We already have the Black Educators Association; one is under development for AAPI but not yet for LatinX educators.
- Faculty professional development to increase student retention and completion (Jeff Judd): They set a meeting date of second Friday of the month.

9.2 Faculty Committee Appointments – Division input (Ashley Young)

BSSL (Daniel Cearley) (*see attachment on website*): there was a tense response to this being an "unenforceable oversight". The ranking system seemed too complex. Clubs have differing amounts of faculty time (Business Club goes to a San Diego field trip, for example). Daniel reviewed all the committees, how often they met, for how long and put this information into a ranking program. He compared total hours with the proposed ranks. Early conclusions: there are ways to use this data to create equitable rankings. This division doesn't have a process for assigning committees; people volunteer.

STEM (Ashley McHale) (*see attachment on website*): the biggest complaint is that this is a dean's enforcement issue for professional responsibility; not an Academic Senate issue. Craig: this is not part of faculty review. STEM has a relatively fair way of assigning committees: they use a spreadsheet at the end of the semester for signing up; indicating 1st, 2nd, 3rd choices. Faculty talk to each other. If faculty have already served, new people go into the committees.

Regarding the three tiers, all tier 2 should be included in tier 1, and for the tier 3 "half committees" faculty sign up for two. If we switch to 3 tiers, those who are already working on high-load committees need to sign up for additional.

Suggestion: if divisions have few people, we should have a way to decide which committees need recommendations from each division so these are prioritized for broad representation.

Discussion of 4 evaluations replacing committee assignments: these should be signed up for after committee positions are filled.

Suggestion: that the VP Academic Services lead a Flex Day session with deans on this issue

A & H (Catherine Suarez): there was not a lot of feedback; additionally there were technical difficulties and low attendance at the meeting. They discussed the importance of diversity in committees; many divisions do not have diverse representation. Committees need to balance diversity as well as department representation.

PATH (Scott Miner): This is a working conditions issue and part of the contract. The ranking list that was developed did not include district committees that faculty serve on. Many single person CTE faculty programs are responsible for additional responsibilities that aren't present for other general

education type courses and require extra time and attention. Faculty members should be on committees that have an interest to them. If a faculty member is not interested, or has no experience in a committee subject, then it would be best if they were not told to be on a committee, they had no interest in being on. The PATH dean felt that it was his job to make sure his faculty members served on committees and fulfilled their contractual obligations. Some committee chairs receive release time, so how does this fit in with the tiers? Some chairs stay in position for many years and how will that be enforced? PATH has few faculty, so they choose their committees aligned with faculty interest and program alignment.

Scott recommends that we rescind what we voted on last spring.

Student Services (Christina Lee): their system is working.

Discussion points: the different divisions have widely varying number of faculty. Curriculum and Academic Senate need all divisions to have representation. It is the dean's responsibility to oversee committee assignments. When people are in committees for a long time, people who want to join are sometimes discouraged. There is a learning curve, but it shouldn't be used to discourage membership.

Committee to be formed to present recommendations as Old Business at the next meeting: Dan Cearley, Ashley Young, Ashley McHale. Additional items for the committee to consider:

- FA contract language says that evaluations substitute for committee service, but the evaluations do not address shared governance. How many faculty are doing evaluations instead of committee work?
- Curriculum and Academic Senate committee positions be filled first in divisions.
- We urge a fair rotation system for all committees.

Request to put the tiered system to a vote of approval at the next meeting, as an action item, including the recommendations of the above committee. Request approved.

9.3 New Certificate of Competency: Communicating and Writing in English (Katie Eagan): tabled from last meeting. Motion to table: motion (Ashley McHale)/second (Catherine Suarez)/ passed. Ashley will reach out to Katie to present or send someone to present at the next meeting so the course is listed in the catalog.

10. New Business

10.1 Classified Senate Report: *(see attachment on website)*

Focus for the year:

- Caring Campus
- Cross campus awareness and collaboration
- Professional Development and wellness

And continued work on more tri-chairs on shared governance committees

11. Announcements/Information Items

11.1 Rifka Several: Consider registering for the LPC Veterans Center 2.2 for 22 Veterans Mental Health fundraiser, the proceeds support mental health services for our student veterans

11.2 Ashley McHale: Tell your students about the AGS Club, who provide community service. Students can participate with any GPA or enrollment status.

11.3 Catherine Suarez: There is a Tik Tok challenge about taking Benadryl overdoses; be aware of students who are dizzy, drooling and call emergency services for them.

12. Adjourn: motion to approve: moved (Ashley McHale)/seconded (Christina Lee)/approved. Meeting adjourned at 4:03 pm

13. Next Meeting: October 11