ACADEMIC SENATE MINUTES

August 28, 2019│ 2:30 – 4:30 pm │ Room 1687

1.0   GENERAL BUSINESS (S. Thompson)

1.1   Call to Order/Establish Quorum: Meeting called to order at 2:32 pm

1.2   Approval of Agenda: Motion to approve agenda: moved/seconded/approved

1.3   Approval of Minutes (September 23, 2020); Motion to approve: moved/seconded/approved

1.4   Public Comments (5 minutes): This time is reserved for members of the public to address the Academic Senate. Please limit comments to five minutes. In accordance with the Brown Act, the Academic Senate cannot at on these items. NONE

2.0   ACTION ITEMS (S. Thompson)

2.1   Program Proposal: Elementary Teacher Education AA.T Associate in Arts for Transfer degree: Motion to approve: moved/seconded/discussion: the proposing group is going to send the required program map and PSLOs. Recommendation that we wait to approve until the rest of the proposal is completed. *Motion to table until the next meeting: moved/seconded/approved.*

2.2   AP/BP 4225 Course Repetition: Craig rewrote this and these were corrected at Chancellor's Council. *Motion to table until next meeting: moved/seconded/approved.*

3.0   CONSENT ITEMS (S. Thompson) Motion to approve 3.1: moved/seconded/approved

3.1   Curriculum Committee Approvals 9.21.20

4.0   REPORTS

4.1   Student Senate (Saba Salehifar): The Student Senate has filled all vacant positions, and they are still taking senator positions on a rolling basis. They will go over their Senate goals at tomorrow's meeting.

4.2   UndocuAlly Task Force (Alain Olavarrieta): The UndocuAlly Action Week is this week; information on events is on their website. Let your students and departments know about this. Question about the webinars: some are for administrators, faculty or students and have a specific focus to the audience.

4.3   CTE Committee (Melissa Korber): 1) thanks to the Educational Master Plan Task Force for working with CTE. 2) Program Mapper: this is being adapted for all LPC CTE programs 3) Vicki is heading CTE data collection. The plan is to go live in January. 4) Nov. 10, 5:50 – 6:30 pm - LPC and Chabot outreach teams are collaborating on presenting the "Year 2 Career Guide"

4.4   Curriculum Committee (Elizabeth Owens): They are working on DE addendums; they are meeting their target of reading 30 addendums at every meeting. They will update faculty about addendum needs for the Spring courses/catalog.

4.5   Educational Master Plan updates (Rajinder Samra): Their task force will have a draft for college review by the end of next week. This will come to Academic Senate for first reading in November.

4.6   Program Review Committee (Nadiyah Taylor): no report

4.7   CEMC/DEMC Committee (Christina Lee): Christina at the last meeting reviewed the reduced schedule for 2021-22 going into final numbers: 451 FTES translating to 93 unit courses being removed from the schedule. This has been thoughtfully done using three years of student data and the desire is to preserve degree completion, and student demand. Data is being collected from disciplines.

4.8   Faculty Association (Heike Gecox): Our survey will be launched on Oct. 20. Dave will send out a MOU to the faculty this week.

4.9   Professional Development Committee (David Powers sent in his report):

1-Flex day is ready to go. The schedule has been distributed to all LPC.

2-No new conference proposals were submitted; there is money in the PDC budget for professional development webinars or other virtual learning.

3-There was a brief discussion about modifying Spring Flex Day. This would require input from the FA and Tom Orf will join us at our next meeting to discuss this.

4-Variable Flex Part 1 is due to Rifka by Nov. 15th.

5-The current budget is $8,375 after $2500 was allocated to the Fall Flex Day keynote speaker and $500 conference funding to Katie Eagan for On Course training.

6-The PATH division currently has no voting member on the committee.

7-The new faculty will be meeting with Stuart McElderry and Tom Orf today to discuss the tenure process.

4.10   Planning and Effectiveness Committee (Rajinder Samra): IPEC met last seek; need status of planning priorities from the VPs. Update on the 4 college planning priorities – inclusions of coordinate resources for online learning to advance student outcomes.

4.11   SEA Committee/BaSK (Shawn Taylor): (presentation attached) We learned from the Virtual Resource Fair for students that we need better assessment for mental health including outside issues affecting college success. He will issue a report next week. How can we think of equity-mindedness in practices that affect our students? We have two semesters of data regarding AB 705; this will be attached to the BaSK meeting. Committee budget: we absorbed two employees whose grant ended. There is limited funds for conferences such as the Equity Institute. Shawn is working with Erick Bell and Craig Kutil on more equity minded buttons on CurricuNet.

4.12   Guided Pathways (Kristy Woods): (presentation attached) We have been charged to look at this since 2017, and we used student data that indicated they wanted more structure in the course selection toward their major. 20% of students are undecided and need help clarifying their pathway. 65% of our programs are CTE.

- Guided Pathways is creating Academic & Career Communities
- Their goal this year is making the program maps "student facing"
- They recommend Program Mapper be approved; it being used by over 30 other colleges. This was purchased by CTE with Strong WorkForce funds, so it is available at no cost to LPC. Chabot is not opposed to this recommendation.
- Bill Komanetsky and Tim Druley helped to create the Guided Pathways website. It has a digital suggestion box.

4.13   Treasurer (Ashley Young): We have $1163 in our account. She wants to start the Fall Fundraiser for scholarships and next Spring's Classified Professional Appreciation. Ashley is starting a discussion for the LPC Foundation to hold the scholarship funds, making these donations tax deductible. She is working on a Google Doc to track donations.

4.14   President (Sarah Thompson):

As we saw from the Chancellor's presentations, we are getting into the details of budget reductions. In the proposed budget for board approval, LPC is reducing our discretionary account expenditures between 5 - 10% based on size of account. When we go forward, we need a balanced budget without huge reductions to reserves. The goal is to be transparent and responsible, and to build trust during this process.

5.0   **OLD BUSINESS** (S. Thompson)

5.1   Academic Honesty Subcommittee (Katie Eagan): They have the surveys, and had additional questions about changes during SIP, language in syllabi and creating scenarios for students to help them relate to the issues. Maxient reporting software was just released and the subcommittee will discuss the academic honesty portion. A Hypothesis workshop being presented at Flex Day (this is for tracking student engagement in reading).

5.2   Equity Based Curriculum Process (Craig Kutil): (presentation attached) They had their first reading, and are in the approval process for equity considerations in CurricuNet. Craig made a presentation on how and where to incorporate equity minded curriculum aspects. There are sessions being presented at Spring Flex Day.

5.3   President Elect Position: Division response to this position being part of the executive committee was requested at the last meeting.

- STEM: The consensus is that there is not a reason for this position (there may be lack of clarity as to the purpose).
- A & H and Social Sciences divisions supported this position.
- Clarification: if we look back for 15 years, we see people being president many times and there is a problem with succession. The president elect position is a way to bring people into training for Senate leadership. Sarah will propose the issue more clearly (like a job description) to get feedback. She will provide an informational sheet for divisions, including how other colleges incorporate this into their senates.
- Craig is willing to attend the division meeting to answer questions.
- Where would be the reassigned time come from? This was negotiated and is not permanent. Sarah will find out more on this.

5.4   Audit Option: Division feedback: There are questions and concerns and more information is needed, such as the optional opt-in. Question about creative writing, would this boost enrollment with amateur authors, and Journalism wants free-lancers. At most colleges, audits are optional and approved (or not) by each instructor for each course.

- STEM had some concerns, but approved 11 – 2.
- Question about district approval, and is there an option for a fee (yes, a $15 fee).
- Does this change the atmosphere of the class?
- FERPA – can you access Canvas without registration?
- We need to see how other colleges handle this.
- This issue is going to district ESS for more input.

6.0 NEW BUSINESS (S. Thompson) Motion to reorder 6.1, 6.4, 6.8 and 6.12 for discussion, and table the rest for the next meeting: moved/seconded/approved

6.1   Secretary for Academic Senate: This is a replacement position just for the Spring, please consider serving.

6.2   Issues with Biology Labs – Fees, Technology, etc. *Tabled for next meeting*

6.3   Supporting Student Effort to Fundraise for Migrant Labor Support *Tabled for next meeting*

6.4   Guided Pathways "Onboarding" Goals: *This will be on next meeting under Action Items:* The adoption of "Program Mapper" at LPC (see example at https://www.bakersfieldcollege.edu/academics/program-mapper)

6.5   Remote Learning Fires: *Tabled for next meeting*

6.6   AB705 Support: *Tabled for next meeting*

6.7   Enrollments – Recruitment and Retention: *Tabled for next meeting*

6.8   EMP – Values Statement (Rajinder Samra): Rajinder shared the current LPC Values Statement; they want to add "Committing to anti-racist policies and practices." Discussion. *This will be an Action Item for the next meeting.*

6.9   Canvas processes (Robert August): Language has been developed and will be brought to the Academic Senate on the following Canvas processes: a. Develop procedures/guidelines that govern placing users who are not students enrolled in the class or instructors officially assigned to teach the class into Canvas courses. b. Develop recommendations or policies/procedures for student access to courses once a term ends. c. Develop a process for deciding what to do with content in a Canvas course belonging to an instructor who no longer is teaching that course. *Tabled for next meeting.*

6.10   New program (Bill Komanetsky): Red Hat Administration Certificate of Achievement *Tabled for next meeting.*

6.11   New program (Bill Komanetsky): Management Information Systems Certificate of Achievement *Tabled for next meeting.*

6.12   CSU GE-Breadth AREA F: Ethnic Studies (Craig Kutil): (see attachment) This is a proposed GE and/or graduation requirement. It is a new GE Area F for Fall 2021 incoming students.

7.0   GOOD OF THE ORDER

7.1   Announcements

7.1.1   Christina Lee: Request to add an item to New Business next meeting: Provide campus guidance to instructors for withdrawals (EW option?)

7.2   Meetings: 2nd and 4th Wednesdays, 2:30 – 4:40 pm, via Zoom; next meeting October 28

7.3   Adjournment: Motion to adjourn: moved/seconded/approved. Meeting adjourned at 4:39 pm.