



Academic Senate Minutes

April 24, 2019 | 3:00 pm | room 1687

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.

Academic Senate

Members:

Senate President: Melissa Korber

Senate VP: Tina Inzerilla, Ph.D.

Senate Secretary: Joel Gagnon

Senate Treasurer: Kimberly Tomlinson

Senate Admin Assist: Rifka Several

A&H: Cindy Rosefield, Catherine Suarez, Toby Bielawski

SLPC: Robin Roy, John Rosen

STEM: Ashley Young, Michael Peterson, Segal Boaz

BHAWK: Andrew Cumbo

Student Services: Heike Gecox

Part-time Faculty: Vicki Pabley, Jeff Judd (Chelsea Kubischta, alternate)

Faculty Association: Heike Gecox

Student Government: Kirstie Burgess

1. **GENERAL BUSINESS** Melissa Korber

1.1 **Call to Order/Quorum:** meeting called to order and quorum established at 3:04 pm

1.2 **Approval of Agenda:** Motion to approve (Tina)/ seconded/ (Segal)/approved at the end of the meeting

1.3 **Review and Approval of Minutes:** April 10, 2019 Motion to approve (Jeff)/ seconded (Michael)/ approved with 3 abstentions.

1.5 **Public Comments** (This time is reserved for members of the public to address the Academic Senate. Please limit comments to three minutes. In accordance with the Brown Act, the Academic Senate cannot act on these items.)

2. **ACTION ITEMS**

2.1 **Professional Development Committee changes to charge:** Motion to approve (Tina)/ seconded (Segal)/approved

2.2 **Final Incomplete Grade Contract Form:** Motion to approve (Tina)/seconded/ (Cindy)/approved with the following input: *clarify "primary term" which appears twice on the form.*

3. **CONSENT ITEMS:** Motion to approve/seconded/approved

3.1 **Curriculum Approvals for April 15, 2019**

3.2 **DSPS Counselor Hiring Committee:** Jill Olivera, Jose Calderon, Joel Gagnon, Angela Enjoin, Heike Gecko

3.3 **Faculty Hiring Prioritization Committee** (Heike Gecko): changes to committee charge

4. **REPORTS**

4.1 **Accreditation Steering Committee – Tina Inzerilla:** the link to the midterm accreditation report was sent out (the document is on the LPC website). Please review before May 8th. The link will be sent out to all faculty and student government. THE SENATE NEEDS TO APPROVE THE REPORT AT THE NEXT MEETING. Student government will review on May 9th.

4.2 **Basic Skills:** when the new committee charge passes, this will not be on the agenda as a report.

4.3 **College Enrollment Management Committee:** Tom Orf will come to the next meeting and report more often.

4.4 **Curriculum Committee – Craig Kutil:** all the physical activity courses are modified to be 1 unit (some were .5 units). This increases transferability and also

applying to GE. Several competitive sports have been added. It is hoped that there is increased participation in physical activities.

4.6 Distance Education – Christina Lee: six new OEI classes have been confirmed. The committee is applying for a grant to get online business classes on a pathway. Also to fund faculty peer reviewers, which is part of the OEI course design academy.

4.7 Faculty Association – Heike Gecox: negotiations are ongoing, and the next meeting is next Monday. Tina will give feedback that one hour will not be enough for LPC.

4.8 Guided Pathways – Tina Inzerilla: the last year has been the inquiry year; next year there will be rolling out of program maps/interest areas/meta majors. In anticipation of this, the CAH reassigned time will be proposed to be raised to 30 CAH among several members. There will be a lead coordinator, two other coordinators (one for instructional and one for counseling), and job descriptions are being developed. Program mapping and data workgroup leads may also receive CAH. All CAH will be paid from guided pathways funds.

4.9 Student Success Committee – Nessa Julian: the committee made quorum and approved the new change. THIS WILL BE ADDED TO A FUTURE SENATE MEETING. The new charge aligns with the language in the Ed code; the reporting relationship will remain the same; the voting membership will change (rather than STEM and A&H deans, they will be “at large” (any division) and further changes outlined in the charge (ATTACHED). Basic Skills will disband as a committee and become a subcommittee to the new student success committee. They accept input to their workgroup to finalize the plan document. This plan is rooted in accountability to students. The plan will go through the shared governance process, and to board in the fall. Question if online resources/OEI are addressed in the plan? Not currently. The committee has submitted a research request to identify how this is an issue at LPC. We do have funding to provide online services.

4.10 Student Senate – Kirstie Burgess: election results were announced and every position is filled. They will be sworn in May 9th. There is a new permanent prayer space to be assigned in 2400. They have many activities, including cap decoration and a cultural fair including a campus treasure hunt. Holi festival will be presented. The bylaws and constitution are being ratified. Textbook loan program: outdated books will be replaced, especially general Ed courses. Faculty will be contacted to see what older books are still acceptable to be used.

4.11 Classified Professional Event: went very well; 44 raffle items were distributed, there was a nice focus on beauty and relaxation. The centerpiece plants will be planted by the horticultural class. Wonderful job! The committee is making a binder of “how tos” for next year.

4.11 President – Melissa Korber:

Chabot’s Academic Senate president withdrew from the race after many problems in the election.

The LPC president hiring committee timeline has been published. We want to have good representation from LPC. There is some vagueness in the policy about FA and Senate representation.

Letter about Presidential search for Office of Human Resources and Interim Chancellor (ATTACHED). There are some minor edits.

NEXT MEETING: Ratify hiring committee for VP student services: Craig, Melissa, and Frances

5. OLD BUSINESS

5.1 Recommendation regarding Dr. Philip Manwell Scholarship: Should this be an Academic Senate standing scholarship? (TABLED)

5.2 Reassigned Time for Academic Senate: Shared with Chabot and FA

5.3 Course Alleviation Proposal (Joel Gagnon): written as an AP. The originating creator of the document was Estrella Sanchez. Joel emailed her for more current information; it never moved beyond draft form. Faculty want edits but since the procedure was never approved it can't be edited. Faculty wouldn't work on an AP, it is for the Vice Chancellor (educational support services). This person will be hired soon. Joel will draft a request that this AP be reviewed, and consider the inclusion of edits.

5.4 Use of the term "Instructors" – continue discussion from last meeting (TABLED)

5.5 Proposed new board policies (attachments): no feedback from divisions.

- BP 1100 Chabot-Las Positas Community College District
- BP 2010 Board Membership
- BP 2100 Board Elections
- BP 2430 Delegation of Authority

6. NEW BUSINESS

- 6.1 Flex Day breakfast and lunch planning (Howard Blumenfeld, Professional Development Committee Chair): Since Howard has been chair (3 years) there has been no process for the meal planning. Without PDC input, there was a decision to not have breakfast; the lunch from Fresh and Natural was offered only to full-time faculty. This created issues with part-time faculty. The PDC should not be in charge of planning FLEX day breakfast and lunch unless the tri-chair model is adopted and sufficient capital is allocated to the committee. To put things into perspective, Chabot College has a PDC tri-chair model and they receive an annual budget of \$50,000 + \$10,000 equity funds, with part of that money going to plan FLEX day meals for each of their two FLEX days.
- Part-time faculty should be included as part of any FLEX day meal planning, and meals should be available to them.
- Sufficient food should be provided for faculty/staff as part of each FLEX day, as they are required to be present all day (in many cases). There should also be options for people with specific dietary restrictions. At a minimum, the college should provide breakfast and lunch.

Tina will bring this issue up at College Council tomorrow, so it is on the record.

7. GOOD OF THE ORDER: Announcements/Comments

Melissa Korber – Elections: she reviewed online ballots; one should work and costs \$29 per year. This is based on email, and email lists for part-time faculty are not available. THE PROCESS WILL BE RATIFIED NEXT MEETING.

Nominations from the floor: NONE.

Catherine Suarez: has a concern about transparency and shared governance between faculty and administration. 1 – The clocks had been changed for SAT exams without informing faculty. The drilling dust was left. Faculty couldn't see the clocks from the screen when teaching. When there are actions that change the classrooms, faculty need to be included. 2 – From an earlier meeting, the student who got her cell phone number, this issue has not been resolved. There needs to be timely follow up for both these issues.

John Rosen supported the above issue, number 1 – he wanted the clock put back and submitted a work order, but there has been no communication and resolution to this issue. PUT THIS ON THE AGENDA FOR THE NEXT MEETING

Howard Blumenfeld: David Powers met with Chabot’s professional development committee; they have a budget of \$60,000 – each faculty and staff allocated is \$1000 for development.

8. **ADJOURNMENT:** Motion to adjourn – Moved/seconded/approved

9. **NEXT MEETING – MAY 8, 2019**