



ACADEMIC SENATE MINUTES

August 28, 2019 | 2:30 – 4:30 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

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ 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.

Academic Senate Quorum: 8

Non-Voting Members:

President: Sarah Thompson
Past President: Melissa Korber
Parliamentarian: Craig Kutil
Admin.: Rifka Several

Voting Members:

Vice President: Elena Cole
Secretary: Bill Komanetsky
Treasurer: Ashley Young
SLPC: Robin Roy, John Rosen
A & H: Catherine Suarez, Natalie Keller, Katie Eagan
STEM: Darcy Ernst, Michael Peterson, Segal Boaz, Alain Olavarrieta
BHAWK: Marsha Vernoga
Counseling: Heike Gecox
Part Time Representatives: Jeff Judd, Kate Bennett Faix

1.0 GENERAL BUSINESS (S. Thompson)

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

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

1.3 Approval of Minutes 8.16.19: One amendment: To add to discussion under 6.2 Senate Presidential Goals, "Guided pathways technology need for our president to discuss commonality of technology with the academic Senate president at Chabot. We need a common goal and common solution for guided pathways." Motion to amend the minutes as above: moved/seconded/approved. Motion to approve the minutes as amended: 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 three minutes. In accordance with the Brown Act, the Academic Senate cannot at on these items.* NONE

2.0 ACTION ITEMS (S. Thompson): NONE

3.0 **CONSENT ITEMS (S. Thompson)** Motion to pass all consent items: moved/seconded/approved

3.1 Research Analyst Search Committee: Sarah Thompson

3.2 Director of Disabled Student Program and Services Hiring Committee: Heike Gecox and Kristy Woods

3.3 Piano Accompanist Hiring Committee: Ian Brekke, Titian Lish, Cindy Rosefield

3.4 CTE Outreach Specialist Hiring Committee: Cindy Rosefield, Scott Miner, Mary Lauffer

3.5 ASCCC Accreditation Hiring Committee: John Ruys

3.6 Committee Assignments 2019-20: these were sent in by divisions.

4.0 REPORTS

4.1 SLO Committee – (Ann Hight) they have met and have a plan to get to self-review in 5 semesters. There were issues with Elumen data reporting; this was a barrier in moving forward so SLOs are not updated in all areas. The SLO committee will hold meetings with every department to check on the supporting information. The assessment library needs revision and is being worked on and trainings will be scheduled. The SLOs

are due in November so these issues are slowing the process down. Why do we do SLOs? It is really a chance to engage with each other and examine what we are doing. Question about data collection if Elumen is having difficulties? The committee is rewriting the template.

4.2 DE Committee – (Christina Lee): have had one meeting, our spring 2019 semester was the first time 20% of LPC's enrollment were for DE classes; success rate was 71%, the highest for a spring semester; retention was also the highest at 85% for a spring semester. Faculty have been asked to merge their sections in Canvas instead of ClassWeb starting in Fall 2019; there are some questions about credit/noncredit. Turnitin was integrated into Canvas; there is still discussion about Vericite requiring manually processing transfer of information. Nine classes have just been aligned to OEI standards; over the summer 3 courses were reviewed by the LPC local peer online course review (POCR) team in hopes that LPC can become a certified POCR college to expedite OEI alignment review process.

To improve course design, the DE committee will conduct their first course review this fall (non-OEI). A new DE course instructor will make a presentation to show how her/his course meets the course design checklist in our Sept. DE meeting. New DE/hybrid instructors will go through the process of course review; the deans decide if the course should continue.

4.3 Student Equity and Achievement - (William Garcia) – What is SEA? This is a newly titled committee, incorporating BaSK, Student Equity, and SSSP. We want to address the disproportional impacts for students based on a variety of issues.

We have hired a new director; recruitment was conducted over the summer. Sean Taylor from Laney College will join LPC pending board approval in September.

The first meeting is scheduled, Sept. 19, room 1726 at 2 pm.

LPC submitted its Student Equity Plan covering the next three years; it was approved by Academic Senate last May and is available online.

4.4 Guided Pathways – (Angella VenJohn): focusing this year on the first two pillars of GP – (1) create curricular pathways (“program maps” with the goal of completion in two years) and (2) help students choose and enter their pathways.

Much work was done last year with the pathways pillar, and will continue at this fall FLEX day, with disciplines matched with counselors. When these are completed they can be used for enrollment with a goal being student usability.

The committee has some CAH assigned in the different disciplines. The leads are Joel Gagnon and Jill Carbone.

The second pillar (choosing and entering a pathway) is being examined from the students’ viewpoint to working/learning toward a career.

GP is using a task force, including A&R, assessment, financial aid and counseling to look at roadblocks to students focusing on a career during their educational experience. This committee is led by Angella VenJohn and William Garcia.

There is another committee focused on campus communications (faculty and students), led by Kristy Woods.

Rajinder Samra leads a data literacy workgroup, and there is stipend funding for trainings on becoming a data coach for different departments.

To move this work forward from last year's inquiry phase into years two and three implementation, LaVaughn is the lead, and Kristy (faculty) and Angella (counseling) are support members receiving CAH. Additional CAH supports department leads; BHAWK still needs this position filled.

The GP Steering Committee meets monthly, 3rd Friday in room 1767 (and has achieved committee status at LPC).

GP had an August Retreat, focused on equity, data coaching and a walk through of GP initiatives from the state chancellor's office.

4.5 Faculty Hiring Prioritization – (Heike Gecox) she sent out the new request forms at the end of last semester; they will be put on the website. Due date is September 15th. In the new charge, their meetings will take place on Wednesdays. They will look at all faculty requests, and schedule a meeting to rank them. They are a recommending body for the president. It is up to the president to make the hiring decisions. The FON is supposed to raise; she will report back after she meets with the president. Keep submitting position requests and reflect your needs in program reviews.

4.6 Student Senate – (Blessing Nkrumah) no report

4.7 Accreditation Steering Committee – (Kristina Whalen) no report

4.8 Treasurer - (Ashley Young) she will meet with Melissa Korber and become a signer on the account. She would like information on Senate scholarship recipients so these can be highlighted for fundraising.

4.9 President- (Sarah Thompson): she has attended two board meetings; there has been a lot of turnover so there are new members. The board is hard working, and want to be involved in activities. It is positive for our district to have an active board.

Our interim CFO, Doug Roberts, presented a tentative budget without meeting over the summer, thus violating our shared governance procedure. Faculty and administrators did not have a chance to review. The interim chancellor has been informed.

Since the faculty association negotiated a raise, the majority (88%) of the budget is involved with salaries. We are entering budget difficulties compounded by lower enrollments. The budget committee addresses funds put into reserves and retiree self-insurance which will significantly increase in the future.

When the board looked at the budget, they asked why Chabot was running a 2.7 million deficit (which is addressed by the 5-year repayment plan due to overspending). Last year the Academic Senate submitted a letter regarding this overspending and Chabot taking responsibility for a repayment plan. We can resubmit this letter to Doug Roberts and the board members.

There was a request for an analysis of the ECD budget and day care center. The community has shown support in the past when this has arisen. The other labs do not report the same way as ECD. The cost benefit analysis has to include that the ECD students are also enrolled in general Ed.

The LPC accreditation officers reported that we were on track. The statewide accreditation committee asked John Ruys to participate.

Budget allocation model issues: there is a desire for restructuring this year's model, and this will be proposed at the next budget meeting. This might, or might not, be positive. Part-time salaries are proposed as being covered; this would not be equitable for the two colleges.

Enrollment numbers: both colleges are down (LPC down 4% currently). The CEMC decided to overspend in the spring (more classes offered to recapture students). This fall our enrollment metrics did not work for prediction. 75 classes were cancelled, then we added half of these back a week before classes started. Enrollment management needs more data to adjust their models.

Different disciplines will be meeting with Sarah to talk about their ideas for addressing the AB705 and SCIFF issues, starting with English and Math today.

5.0 OLD BUSINESS (S. Thompson)

- 5.1 Eleven Sets of Minutes from 2016-17: what is the appropriate process for approving them? Motion to table this issue until our parliamentarian (Craig Kutil) returns: moved/seconded/approved.

6.0 NEW BUSINESS (S. Thompson)

- 6.1 A & H Dean Hire: three faculty are needed on this committee; Catie Eagan is responsible for finding interested people. Email Rifka with the candidate members to add to the agenda.
- 6.2 OER Representative: Open Educational Resource (free student resources) liaison needed for the state Academic Senate, there is also a campus advertising component with webpage. There is a small stipend for this position. Request to ask your divisions for candidates.
- 6.3 Senate Goals for 2019-20: at the Senate orientation, Sarah outlined her presidential goals. Information on setting Senate goals was reviewed (attachment). These should be manageable one-year tasks, on driving issues that you feel would make our college better. The goals will be addressed by subcommittees who report back to the Senate.

We used a flip chart to record ideas on what subcommittees should be established:

- **Reassigned time** – this is in the faculty contract but how is this allotted to each college – FTES or BAM? (Sarah will ask this at the next budget meeting.) The sub-committee would make recommendations on the use of the funding: could this be handled by a survey? Sarah supported this idea, noting that there weren't plans in place when the contract is ready for approval. She appreciates division input, along with a process for evaluation. What is the role of Faculty Hiring Prioritization in this issue?
- **Academic honesty and integrity** – the issue of plagiarizing and cheating has come up. We might work with the Student Senate on an honor pledge, address issues with the websites/apps that have been adopted by the college, and the websites that purchase and publish student papers and tests. Motion to approve this subcommittee: moved/seconded/approved.
- **District plenary** - to encourage working together with Chabot College
- **Faculty diversification as a goal at LPC** - this would support student equity issues: part time faculty have the least diversity. Question about how hiring committees set the candidate rankings. This needs examination for equity issues. How can we assess institutional inequity? What about diversity within divisions?
- **LPC apprenticeship program** (Roanna Bennie will report to the Senate on these at the next meeting) – table until next meeting
- **Guided Pathways collaboration between both colleges:** the GP committee is addressing this; we will be available for advocacy
- **Raising enrollment numbers/AB705/increasing student persistence**

One subcommittee was approved: Academic Honesty and Integrity. The other suggested subcommittees will be further discussed at the September 11th meeting.

7.0 GOOD OF THE ORDER

7.1 Announcements: NONE

7.2 Meetings: 2nd and 4th Wednesdays, 2:30 – 4:40 pm, room 1687; next meeting SEPTEMBER 11

7.3 Adjournment: Motion to adjourn/moved/seconded/approved

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