



COLLEGE COUNCIL MINUTES

Thursday, September 22, 2016 | 2:30-4:30 p.m. | 1687

Meeting Minutes

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/SAOs and integrate assessment of SLOs/SAOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

Meeting Name

Members Present (non-voting):

Barry Russell, Ph.D., President (Chair)

Members Present (voting):

Roanna Bennie, V.P., Academic Services

Diane Brady, V.P., Admin. Services

Rajinder Samra, IPEC

Scott Miner, Facilities & Sustainability

LaVaughn Hart, CEMC

Greg Daubenmire, Staff Development

Diane Brady, Resource Allocation

Karin Spirn, Program Review

LaVaughn Hart, LPC Faculty Association

Melissa Korber, Academic Senate President

Tina Inzerilla, Academic Senate V.P.

Heidi Ulrech, Classified Senate Co-President

Amanda Ingold, Classified Senate Co-Pres.

Angela Toledo, ASLPC Vice President

Members Absent:

Vacant, V.P., Student Services

Vacant, Classified Senate Vice President

Ginger Ripplinger, LPC SEIU

Eric Pineda, ASLPC President

Meeting Guests:

Barbara Morrissey, Dean Student Svcs

1. Call to Order

Ms. Brady called the meeting to order at 2:45 p.m.

2. Review and Approval of Agenda – The agenda was approved as presented. (Daubenmire/Ulrech).

3. Review and Approval of Minutes (8/24/16) – The minutes from the August 24th meeting were approved. (Ulrech/Samra). All in favor.

4. Action Items

- a. **Review & Acknowledgement or approval of committee charges: Institutional Planning and Effectiveness Committee (IPEC) –** Mr. Samra presented the governance worksheet changes. There was a slight change to the charge, which included making the words “strategic plans” lowercase. The membership composition changed as well and there will only be one chair. It was moved to approve the changes to the Institutional Planning and Effectiveness Committee. (Brady/Spirn) All in favor.

5. Informational items

a. President

- **President's Goals for 2016-2017 –** Dr. Russell mentioned that his goals for the year have been pushed out for the last three years. This year, he is behind on pushing it out but wanted to show the goals for last year. The same format will be used this year but it will be changed up a bit to align the President's goals with the Board goals, as well as the Educational Master Plan. There will be a huge focus on Measure A planning, which will be done by the end of this calendar year. More discussion will happen at Town Meeting. It was asked to push out the word that there will be strategic planning, including the use of program review, the educational master plan, and advisory committees. There will be many pieces that come together. We will have a prioritization process in place to allow for everyone's input by the time we get to the December Town Meeting.
- **Strong Workforce Program Vote/BACCC Governance & Decision Making Process –** Ms. Brady stated that 60% of the strong workforce money goes directly to the colleges and 40% goes to the regional group. BACCC is our regional group. For the 40%, they have proposed that some of the money would go to the colleges and to address local needs. The three proposed scenarios included:

Scenario 3A – BACCC Recommendation:

Directed to Colleges to Address Local Needs: \$7,921,053

Directed to Colleges to Address Regional Needs: \$2,921,052

Directed to Multi-College Projects serving Subregional & Regional Workforce Development Priorities:
\$5,000,000

Scenario 3B – Consolidates Local & Regional:

Directed to Colleges to Address Local and Regional Needs: \$10,842,105

Directed to Regional, Subregional, Multi-College: \$5,000,000

Scenario 3C – Increases Direct to Colleges to 90% of 40% funds coming to region:

Directed to Colleges to Address Local and Regional Needs: \$14,257,895

Directed to Regional, Subregional, Multi-College: \$1,584,210

Dr. Russell stated that the strong workforce money should be used to build out the future on programs and not focus on the past. We need to do our planning upfront about what programs we want to fill and what the costs of those would be. His position is that the money should not be split up between the colleges until it is known what each college is doing. Startup costs are a lot more than ongoing costs. There is no need to fight about percentages, but there needs to be discussion about what programs we are going to build. If there are programs that need retrofitting, that is a big discussion. This discussion needs to be done before January 31st because that is when the plan is due. It would be idea to recruit and train CTE faculty but that is very hard to do because it is hard to entice them to teach at the college level. There are folks out there but we just need to market and sell the idea and provide excellent training programs. Ms. Korber stated that the Academic Senate has a problem with the money going to the regional group. Ms. Hart stated that there are reasons to have some of the money go regionally. Ms. Bennie mentioned that if we work with a neighbor, we could possibly get into Biotech, for example. There is some incentive to get us to be more regionally involved. Keeping the pots simple seems to be a good way to go because each pot has to be managed. Dr. Russell thinks that the district needs to have a conversation and put the options out on the table.

Dr. Russell would like to make his vote next week. It will be discussed at Exec Staff and a note will be sent to the college about the plan that was chosen and why.

- **Market Research: “How Did You Hear”** – Ms. Brady stated that Guisselle Nunez has done a lot of different research with regard to increasing enrollment, which is a very big goal of the Chancellor. Ms. Nunez is gathering research on how do people know about LPC and other things. There has been a great deal of outreach to the community. Mr. Samra stated that this idea of “one more class,” needs to be built on identifying where the students are going and the courses required to get them to their goal. If there is an open class that the student needs they should be contacted. Ms. Morrissey stated that it is dangerous and inappropriate to tell the students what class they should take. Ms. Hart mentioned that the students could be told that they have the opportunity to take such a class. Ms. Korber mentioned that it is hard to tell the students to take just one more class because of their already full workload and personal lives. Ms. Brady stated that the District is putting this out as an advertising campaign and it would speak to only the people that would be interested.
- **Committee Governance Worksheets for 2016-2017** – The council was reminded that all committees need to send their governance worksheets forward for the current year.

b. **Academic Services** – no update.

- c. **Administrative Services** – Ms. Bennie mentioned that the steering committee is hard at work and currently working with Tim Druley to put documentation into some logical format and place. A document was passed out with potential due dates for the committee. Groups would begin to look at the first review in November. There should be a note that the January board meeting date is not approved until December. Dr. Russell thanks Ms. Bennie for taking the lead on this.
- d. **Student Services** – No update. The VP Student Services position is vacant.
- e. **Integrated Planning Committee (IPEC)** – Mr. Samra stated that there IPEC is currently discussing a potential planning priority that has to do with the library.

Ms. Morrissey mentioned that there is not a student services administrator on the committee. There is only one administrator from administrative services. It was suggested that there could be a recommendation that the Dean and the VP are from different areas.

- f. **Program Review Committee** – No update.
- g. **Resource Allocation Committee** – No update.
- h. **Facilities & Sustainability Committee** – Mr. Miner discussed the issues concerning building 2100 restrooms. There are two unisex restrooms and there is a want to change one back into a female only restroom. The facilities and sustainability committee voted to approve the requested change.
- i. **College Enrollment Management Committee** – Ms. Hart stated that enrollments are up this fall, by a little over 2%. We will be extremely close to hitting the target this year.
- j. **Staff Development Committee** – Mr. Daubenmire passed out the Flex Day draft program. Dr. Russell stated that this day is for everyone. The intention is that faculty, classified and administrators will be involved with staff development from 8 a.m. to 4 p.m. Faculty will need to invest 6 hours of their day.
- k. **Academic Senate** – Ms. Korber stated that Howard Blumenfeld was selected as the Staff Development Committee's co-chair. He has been working with Mr. Daubenmire for the last two weeks. Because it appears that the co-chair does not meet the needs of Title V, the co-chair structure could be approved for this year and then a decision will be made about the ongoing needs of the committee. Ms. Bennie stated that Canvas is purposefully absent from Flex Day so that the college can focus on other things.

The senate approved Paula Schoenecker as the CTE liaison. She will take over for Mark Grooms.

Courtney Metz is providing support to the Academic Senate through December. Ms. Bennie and Ms. Brady have spoken regarding how to move forward with the position and will discuss with Ms. Korber.

Dr. Russell stated that there are two Dean recruitments and one Vice President recruitment moving forward. There is a very specific process to populate hiring committees. As these, and others, are pulled together, Dr. Russell will take the diversity of the committee into account. Not all the same people need to serve on committees.

- l. **Classified Senate** – No update.
- m. **Student Senate** – No update.

- n. Faculty Association** – Ms. Hart stated that there will be a general meeting coming up on October 31st in the faculty lounge area of the cafeteria. There is a signed MOU regarding implementation of Canvas. It is a good thing for the campuses and for the faculty. It ensures a level of training support.
 - o. SEIU** – No update.
- 6. Adjournment** – Ms. Brady adjourned the meeting at 4:25 p.m.
- 7. Next Regular Meeting** – Thursday, October 27, 2016