



# COLLEGE COUNCIL MINUTES

February 25, 2021 | 2:30 – 4:30 p.m. | Confer Zoom

## Meeting Minutes

### 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 life-long learning.

### 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.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

### College Council

Quorum: 10

#### Non-Voting Members:

Dr. Dyrell Foster, President (Chair)

#### Members Present (voting):

Dyrell Foster, Interim V.P. Student Services  
Kristina Whalen, VP Academic Svcs & Accred.  
Steering Cmte  
Rajinder Samra, IPEC  
Titian Lish, Resource Allocation  
Kristy Woods, Guided Pathways  
Sarah Thompson, Academic Senate President  
Craig Kutil, Academic Senate VP  
Thomas Orf, Faculty Association  
David Rodriguez, Classified Senate President  
Jean O'Neil-Opipari, Classified Senate VP  
Mike Alvarez, LPC SEIU

#### Members Absent:

Anette Raichbart, V.P. Admin. Services & Budget  
Development Cmte  
Mike McQuiston, Technology  
Mike Ansell, Facilities & Sustainability  
Saba Salehifar, LPCSG President Esmaa  
Elgarguri, LPCSG V.P.

### 1. Call to Order

Dr. Foster called the meeting to order at 2:35 p.m.

### 2. Review and Approval of Agenda

Mr. Kutil/Ms. Woods/unanimous.

### 3. Review and Approval of Minutes (1/28/21)

Mr. Kutil/Ms. Woods/one abstention.

### 4. Action Items

- **Guided Pathways: Program Groupings and Titles:** Ms. Woods/Mr. Kutil/Unanimous. Rajinder inquired whether there was a cross listing to major codes due to the need to operationalize. Ms. Woods indicated they did meet with the state to look at the cross listing of courses and grouping within areas from a Venn diagram of courses that were going to be shared within the areas; however, they were also based on what types of students like in terms of careers. They tried to take both into account. Mr. Samra agreed that he wanted the major codes for the degrees awarded under the pathways to get a sense of how the students are coming in as well as how they are exiting or completing. Ms. Woods indicated this would be part of the California Demonstration Project case management tracking, but they are not there yet. Mr. Kutil asked, in general, when would this go public because changes need to be made to a large number of LPC's programs. Ms. Woods indicated that these groups would go live as soon as Program Mapper goes live or has been updated with all of our updated curriculum as of this year. In the future, this is going to be the foundation for success teams.
- **Facilities Rental Fees:** Mr. Kutil/Ms. Woods/Ms. Thompson inquired about the discussion in the previous College Council meeting about doing something for local non-profit groups. There is a desire to see the actual rates or percentage of profit fees for the local non-profit groups on the Facilities Rental Fees sheet. Motion to table action item to the March Meeting to give VP Raichbart additional time to include this information/Mr. Kutil/Ms. Thompson/unanimous.
- **BPs and APs**
  - BP 5010 Admissions & Concurrent Enrollment
  - AP 5010 Admissions
  - AP 5011 Admission & Concurrent Enrollment of HS & Other Young Students

- BP 5015 Residence Determination
- AP 5015 Residence Determination
- BP 5020 Nonresident Tuition
- AP 5020 Nonresident Tuition
- BP 5070 Attendance
- AP 5070 Attendance
- AP 5075 Course Adds & Drops
- BP 5210 Communicable Disease
- AP 5210 Communicable Disease

Motion to approve all above BPs and APs/Mr. Kutil/Ms. Thompson/unanimous. A comment was made on BP and AP 5210 that with the proposed addition of “students,” one could interpret it to be students had a communicable disease. Dr. Foster will make note of this and share it with Chancellor’s Council.

## 5. Old Business

- **COVID-19 Update:** Dr. Foster indicated that we continue to monitor positive cases of COVID-19 on campus and LPC is required to send out a campus-wide email within 24 hours of the notification to the campus community. He reminded the members of the testing site on campus. That information will be made available on our college web site for the staff, students, and community. Vaccinations are now available to certain groups. The District is not monitoring or collecting vaccination information. The District leadership has agreed to resume weekly communication to the campuses on Fridays. If you have any questions, please send them to Dr. Foster or Ms. Moore.
- **Budget Update:** Dr. Foster shared VP Raichbart’s January 2021 budget update report which shows the college to be at 59% year-to-date total expenses for 2020-21. Last year at this same time, the 2019-20 total expenditures to date was 61%. Dr. Foster thanked the members of the Budget Development Committee and LPC members of the PBC and special PBC committees and shared that Chancellor Gerhard recently laid out a vision to move from a revenue-only focus funding model to a revenue- and expenditure-based allocation model and address some of the structural deficits that have been built into separate budgeting and planning processes. The work of PBC is to explore the transition to a student-centered funding formula allocation model in which the allocation of resources within our District will go to the Colleges in a similar manner as we receive those funds by the District from the state. Dr. Foster shared some of the work done at the last PBC meeting and indicated conversations are on-going. Council members discussed whether there was “agreement” at the last PBC meeting and that no vote was taken. Mr. Samra indicated that there are always revenue and expenditure assumptions and questioned whether what we value is actually reflected in the budget as we move to a SCFF-based model.
- **Separating Summer and Fall Registration:** Dr. Foster shared that in an effort to try to provide some additional time and flexibility to plan for fall classes, the District has committed to separating summer and fall registration. Summer registration will take place in April, fall registration will take place in May. The date is still to be determined and ITS is assessing implications. We are waiting to see how they want to proceed, but it does require mutual agreement from both colleges.
- **Call to Action Update:** Dr. Foster indicated that the Presidential Task Force continues to work through an implementation plan. One item on the list is to identify a temporary space for a Black Cultural Resource Center. In the last Presidential Task Force meeting, there was broad conversation

about how equity is happening around some folks, but not happening within folks. The Task Force discussed the need to revisit the equity conversation and reemphasize that it is an institutional responsibility and doesn't live within a department or program or committee, but it's really everyone's responsibility. A sub-group from the Presidential Task Force will discuss this issue at the March Town Meeting and a breakout session will allow people to engage in this equity conversation.

## 6. New Business

- **Accreditation - Quality Focus Essay:** Mr. Tsubota indicated that the Quality Focus Essay (QFE) was to push for two to three initiatives that the committee is already working on. The Accreditation Team will follow up on the progress. There are three topics: 1) Tutoring, 2) GP Success Teams, and 3) Professional Development. Members are asked to provide feedback to see if these are the right directions to go in. Please feel free to edit the document. Note that the language highlighted in orange is language from the EMP Master Plan Goals strategy. Mr. Samra suggested that maybe the QFE topic is about realigning the College Planning Priorities and asked whether all the College Planning Priorities will be authentically achieved and sustained by our mid-term report in 2026. He also asked where the QFE project sits in the organizational structure, how will it be integrated, and what person or group will be responsible for overseeing it over the next four to six years. Ms. Thompson spoke about a new, very targeted kind of certificate program where the ESL department will create relationships with specific industries, the first being Whole Foods. This will require the College to redo quite a bit of our structures in order to allow the most vulnerable students to navigate. Dr. Foster shared that there are efforts taking place in Guided Pathways to address that.
- **Classified Senate - Caring Campus Recommendation:** Mr. Rodriguez shared that the Classified Senate passed the Caring Campus Initiative and is now bringing it to College Council. The goal of this initiative is to support student achievement. He emphasized it is not about changing processes, but rather about being more intentional. Classified Professionals have had a very strong culture of caring for students and putting students first. This model really helps to have constructive conversations to help highlight and be even more intentional about maintaining some of those behaviors. Ms. Thompson shared that Academic Senate voted to support this endeavor.
- **Reopening Considerations and Plan:** Dr. Foster shared that with vaccinations being available, plans continue for a partial return to campus in the fall. No definite plans have been made, but planning must continue. Dr. Foster stressed that where we are as a college and campus is different from Chabot. Some LPC staff are already back – Student Services, A&R, DSPS, Campus Safety and Security, etc.). The District-Wide Reopening Task Force continues to meet and LPC's College Emergency Task Force will meet next week.
- **Enrollment/Marketing Efforts:** Dr. Foster indicated that we will be rolling out LPC Information Nights targeting parents. We are looking at a way to leverage our Zoom rooms and get students through the matriculation process. We want to build in some incentives such as purchasing laptops for first-time students. Ms. O'Neil-Opipari mentioned the "Pathways to a Bright Future" institutionalized for a while by Dr. Kelly Bowers. Ms. Thompson mentioned "College for Kids."
- **SCFF Metrics & Funding Allocation:** Dr. Foster indicated that as we are talking about our Budget Allocation Model (BAM) within the District that there are some institutional responsibilities that we need to make sure that we are accountable for to ensure that we're maximizing the allocation that will eventually come to the District. One of the priorities right now is to ensure we have everything in place to be able to do the proactive awarding of degrees. We are currently assessing the needs and having the conversations to do that. There have also been conversations at the District about looking at Financial

Aid and how to maximize awarding of the Promise Grant and PELL. We are currently reviewing our processes and ensuring that we are doing everything on our end to maximize those applications.

- **Institutional Capacity:** Dr. Foster acknowledged that there is a lot going on across the campus in so many ways and so many positive things are happening. He appreciates the work to be done with the Caring Campus Initiative, Guided Pathways, Call to Action, and other areas. It is really reframing how we do our work and where and how we approach our responsibilities and he recognizes that there are some additives that are taking place in terms of effort and work. This taps into our institutional capacity and Dr. Foster wanted to pose the following question, “What are we doing that we should no longer be doing?” Dr. Foster asked the group to pause and consider that. Board policies was a suggestion. Ms. Thompson suggested that if something triggers a change, a review of the BP should be made at that time. Mr. Kutil mentioned District Committees. Dr. Foster may bring “things to consider” to the next College Council meeting.
- **BPs and APs:**
  - BP 5012 International Students
  - AP 5012 International Students
  - AP 5013 Students in the Military
  - BP 5035 Withholding of Student Records
  - AP 5035 Withholding of Student Records
  - BP 5040 Student Records, Director Information, and Privacy
  - AP 5040 Student Records, Directory Information, and Privacy
  - AP 5045 Student Records, Directory Info, Privacy
  - BP 5055 Enrollment Priorities
  - AP 5055 Enrollment Priorities

## 7. Information Items

- BPs and APs for April, 2021 Foster
  - BP 5200 Student Health Services
  - AP 5200 Student Health Services
  - BP 5400 Associated Students
  - AP 5400 Associated Students
  - BP 5410 Associated Students Elections
  - AP 5410 Associated Students Elections
  - BP 5420 Associated Students Finance
  - AP 5420 Associated Students Finance
  - BP 5430 Co-Curricular Activities
  - BP 5430 Co-Curricular Activities
- BPs and APs for May, 2021 Foster
  - BP 5016 Transfer of Units from Other Colleges
  - BP 5031 Instructional Materials Fees
  - BP 5031 Instructional Materials Fees
  - BP 5050 Student Success and Support Program
  - AP 5050 Student Success and Support Program
  - BP 5052 Open Enrollment
  - AP 5052 Open Enrollment

- BP 5220 Shower Facilities for Homeless Students
- AP 5220 Shower Facilities for Homeless Students
- BP 5300 Student Equity
- AP 5300 Student Equity
- BP 5500 Standards of Student Conduct
- AP 5500 Standards of Student Conduct
- BP 5530 Student Rights and Grievances
- AP 5530 Student Rights and Grievances

## 8. Updates

- LPC Student Government: no update.
- SEIU: no update.
- Guided Pathways Committee: Ms. Woods indicated that Dr. Foster and Ms. Thompson would be receiving the SOA report to sign and turn in by March 1. LPC is now almost at the end of year three. Guided Pathways will help restructure or simplify what is happening on campus so that we can do the work that needs to be done. The Persistence Project will be discussed during Flex Day to try to get more people involved. The challenge of the Persistence Project next year is going to be to continue to build out the robust best practices and support but also to collaborate across campus. It may be that we use professional development to house that in one place. Equity needs to be included.
- Faculty Association: no update.
- Academic Senate: Ms. Thompson shared that Vicki Austin was selected by the Board of Governors Faculty Association of California Community Colleges as the faculty member of the year.
- Classified Senate: Mr. Rodriguez shared that he will step down as Classified Senate President at the end of the year. He also shared concerns about inclusion of Classified Professionals in governance.
- VP Academic Services: no update.
- VP Administrative Services: no update.
- VP Student Services: no update
- Accreditation Steering Committee: no update.
- Budget Development Committee: no update.
- College Enrollment Management Committee: no update.
- Facilities and Sustainability Committee: no update.
- Institutional Planning and Effectiveness Committee: no update.
- Resource Allocation Committee: no update.
- Technology Committee: no update.

## 9. Good of the Order

**10. Adjournment:** 4:42 p.m.

**11. Next Regular Meeting:** March 25, 2021