



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 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.

Meeting Name

Members Present (voting):

- Titian Lish, Chair (non-voting)
- Diane Brady, VP Admin Svcs
- William Garcia, VP SS
- Don Miller, Interim VP Academics
- Nan Ho, Academic Svcs Dean
- Ian Brekke, A&H Faculty
- Jason Craighead, BHAWK Faculty
- Stuart McElderry, CATSS Faculty
- David Everett, MSEPS Faculty
- Jose Calderon, SS Faculty
- Jennifer Farber, Classified
- Todd Steffan, Classified
- James Weston, Classified

Members Absent:

- Sylvia Rodriguez, SS Dean
- Cindy Balero, Classified
- Donna Reed, Classified
- ASLPC Student

Guests:

- Michael Schwarz, Stephany Chavez

- 1. Call to Order @ 2:35 p.m.**
- 2. Review and Approval of Agenda**
Don Miller; Stuart McElderry; unanimous.
- 3. Review and Approval of Minutes**
Diane Brady; William Garcia; Stuart McElderry and Jennifer Farber abstained.
- 4. Old Business**
 - a. 2017/18 Non-Instructional Positions**
The committee reviewed the combined ranking spreadsheet. The committee discussed the number of full-time faculty positions being hired, the projected FON number, and the lack of a classified FON. It is hopeful that the final FON will be received next week so that the college can forward with the initial wave of announcements. It was discussed that the ranking for Non-Instructional Positions 2017-05 and 2017-18 are tied but there is no reason to break the tie since we don't know how much money the college will have in next year's budget for position funding. The committee was reminded that its charge is to rank the positions and then forward the list to the President as is. James Weston made a motion to move the rankings forward to the President; Stuart McElderry seconded; unanimous.
- 5. New Business**
 - a. Fall 2017 Instructional Equipment Requests**
Diane Brady reminded the committee that the college received more than \$800k in Instructional Equipment Requests for 2016/17 but only received \$550k from the state. We managed to find money to fund most of the IERs with help from CTE, Technology, and others. We can expect to receive just under \$200k from the state for 2017/18. We have received 30 IERs totally approximately \$321k. Sheri reviewed the IER ranking spreadsheet and indicated it is set up the same as the Non-Instructional Positions spreadsheet. Rankings are due by January 19, 2018. It was brought up that the flammables cabinet (Fall-09) should not be an instructional equipment item, but rather a safety item and recommended the requester talk with Sean Prather about it. The question was asked whether FF&E would cover the anthropology IER (Fall-15) and the answer was no. It was

suggested that the email of the requester be added to the IE form for next year. The committee members agreed that should they need additional information about an IER, the requester of the IER could be contacted but not to share additional information with other committee members as the goal was to rank based on the written request.

Don Carlson expressed his frustration on not having the opportunity to make comments about non-instructional positions and instructional equipment requests. He was reminded that Deans or their representatives were invited to attend the RAC meetings to answer any questions committee members may have had about positions or equipment and that the committee decided against allowing individual presentations. Diane Brady made a motion to put “Allowing Deans to Address Non-Instructional Positions and IE Requests in conjunction with the Brown Act’s Public Comments” on February’s agenda; Stuart McElderry seconded; unanimous.

- 6. Good of the Order**
- 7. Adjournment @ 3:15 p.m.**
- 8. Next Regular Meeting: March 1, 2018**