

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 Present:

Senate President:

Senate VP: Tina Inzerilla, Ph.D.

Senate Secretary:

Senate Treasurer: Kimberly Tomlinson

Ashley Young

Joel Gagnon

Greg Daubenmire

John Rosen

Meghan Swanson

Heike Gecox

Catherine Suarez

Tatiana Hernandez

Ashley McHale

Scott Miner

Craig Kutil

Robin Roy

Vicki Pabley

Guests:

Roanna Binnie

David Estrada

Christina Paul & Rishi _____ ,

Facilities Master Plan consultants

Minutes

Presenter

1. GENERAL BUSINESS

Tina Inzerilla – Items 1-4

1.1 Call to Order/Quorum Established

Meeting called to order at 2:35 p.m.

1.2 Approval of Agenda

MOTION to Approve Agenda as amended

MSC: Ashley/John / APPROVED

MOTION to Reorder Agenda

VOTE: APPROVED

MOTION to Reorder Agenda

VOTE: APPROVED

1.3 Review and Approval of Minutes – December 6, 2017 Special Meeting

MOTION to Approve Minutes

MSC: Joel / Vicki/APPROVED

1.4 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.*) –: Over the past 17 years I have had the great opportunity to work with Melissa Korber. Many thanks for her abilities and patience!

4.6 Student Success – Nessa Julian

Update on the committee: they are working on the budget process for 2018-19 school year; will launch in January to apply for SSSP funds. Will present the Unified Plan to the board in January. District Office has asked for alignment with goals for CA Community Colleges. *These documents will be sent to Melissa to be added as a Consent item for January's meeting.*

5.3 Global Studies – Katie Eagan

The slide show was distributed. This provided information on how the program was developed, coordinates with other departments, and addresses issues with faculty/classified/administrative support. This program incorporates interdisciplinary studies and can involve team teaching and catching up on literature in our fields. Many programs can connect to Global Studies.

4.1 Basic Skills – Michelle Gonzales/Ashley McHale

There has been a 20% increase in funding; planning for 2017-18 will start at the January meeting. (*Fourth Wednesday of the month, 2:30 in room 2411A.*) Smart Shops is a basic skills program, and will include math, English, counseling, and ESL. Hopefully sciences will join in the future. The final schedule will be distributed Friday for student involvement. Read the district document; she feels that there is a lack of learning-centered education.

6.1 Facilities Master Plan (attachments) – David Estrada/ Project Planner, Manager/Facilities Bond Programs Christina Paul and Rishi – City and school planning consultants for the Facilities Master Plan

The plan is funded by Measure A. Christina's consulting firm helps colleges understand what space will be needed in the future, and where it should be located. A schedule was presented: initiation, analysis, vision and framework, draft plan, final plan development and adoption. Now we are collecting information from the facilities committee. Next semester will be about visioning. Following this a draft plan to be developed over the summer. Town Halls will be held, and other opportunities for input. The plan should be final by the end of 2018. There is a separate security master plan, but the facilities plan does not address the issues of locks, furniture, etc.

Collection of input from the Academic Senate:

- Humanities classes are in separate buildings and should be more clustered with a dedicated space to create a community for these students.
- Faculty offices should be close to the classrooms. This helps students meet with their faculty.
- More casual space would be good to meet with students.
- Space needed for contemplative practices – such as an outdoor meditation garden and a Chartres labyrinth – a space dedicated for sacred rituals. Indoor space for reflection also needed.
- For student services, the main student meeting space is the cafeteria, so another space is needed.
- Not a dedicated space for learning centers and a multicultural center – a high interaction space.
- For student-led research projects (psychology and research studies) – need study spaces (small rooms) to work with participants. Right now the library is being used for this. About 100 students would need this space. These could be used as study spaces at other times of the year.
- Will need more computer lab space.
- More dedicated club meeting space, such as space for robotics.
- Likes multi-discipline buildings; keep them mixed.
- The library would like an event space for authors and different series; about 100 seats.
- Attention to the CTE labs – public safety, auto, welding, viticulture - these are 40 year old buildings and need to be upgraded. The programs have expanded, but the space is the same.
- Spaces for students who work with their hands – makers' spaces, craft centers; would be discipline-neutral but are set up for this type of activity.
- "Healthy spaces" – outdoor basketball and volleyball courts, hiking trails, etc.
- Math department wants a central area for student help (tutorial center).
- Faculty learning center to work on projects together. There isn't a central faculty space. Can the teaching and learning center serve for this (TLC)?

- Arts and Humanities has many departments. Many classes have expanded (such as composition) so are disbursed. Would like classroom space for collaborative projects, research projects, meeting space, and computer space. Do need access to the library and librarians.
- Writing center: want a space for students to go for help; scheduled and drop-in – easy access to support services.
- Have a nice dedicated space for silent, sustained reading.
- History likes to have interdisciplinary “neighbors” but would like larger classrooms as the classes are up to 50 students. Make sure there are enough larger rooms.
- Want more ability to adjust classrooms; move the furniture in different arrangements; more student-centered arrangements.
- ESL: we have no place on campus; the classes are scattered throughout the campus and are placed in rooms that are not appropriate (art rooms, etc.). Want dedicated ESL rooms. This allows for beginning, middle and advanced students to mingle. Would like a dedicated learning center so students can utilize computers and verbalize – a language lab with the right equipment.
- Not all students have computers at home or smart phones – these need to be available and especially for night classes.
- A multicultural area would allow ESL students to feel more comfortable meeting other students.
- Night classes, and part-time faculty, have special needs. They are on the second floor of the theater building and it is very isolated. Part-time and full-time can be mixed rather than separated.
- Need materials storage.
- Move clocks facing teacher, not the students.
- Pay attention to how the campus is at night time and what buildings shut down. Maybe cluster night time activities.
- Centralized and unified learning center – ideally have RAW, **ESL, math emporium**, open math lab and tutorial center be relatively together. This would include programs to enhance student support, computers and a quiet study area. Have signage so students can find these programs.
- Library is packed to capacity; a student in every seat. Need more study rooms, for 1-2 students up to 15 students. Add more study tables and carrels. Additional check out and reference desk. Storage space was taken away and needs to be added back in. Only 1 – 2 more stacks are needed. A coffee cart where eating could take place. More office space for other librarians and classified personnel.

2. ACTION ITEMS

2.1 Faculty Hiring Prioritization: Rankings (attached)

MOTION TO APPROVE: M/S: Greg/Ashley. Discussion: what recommendations need to be added? Amend the rankings to include that stakeholders will be involved in creating the job descriptions for the tutorial and articulation positions. **APPROVED.**

2.2 Ratify Faculty Appointment to Hiring Committee for CalWORKs Coordinator: Jill Olivera

MOTION TO RATIFY: M/S: Joel/John. Discussion: Melissa sent a letter of concern to William about how these two positions were not approved by the Hiring Committee of the Academic Senate. She provided consent calendar examples. William has responded that this practice will not continue and offered an apology for the actions. **APPROVED,** with one no vote.

2.3 Ratify Faculty Appointment to Hiring Committee for Veterans Specialist: Jose Calderon

MOTION TO RATIFY: M/S: Joel/Meghan. No discussion. **APPROVED.**

3. CONSENT ITEMS: MOTION TO APPROVE: M/S: Ashley/Meghan. **APPROVED.**

3.1 Curriculum Approvals from December 4, 2017 (attached)

3.2 Las Positas College Curriculum Changes, Fall 2017 (attached)

4. REPORTS

4.2 Program Review – Karin Spirn - ABSENT

4.3 Institutional Planning and Effectiveness – Karin Spirn - ABSENT

4.4 Distance Education – Christina Lee - ABSENT

4.5 Faculty Association – Heike Gecox – NOTHING TO REPORT

4.7 CTE Liaison – Scott Miner:

He attended the tech meeting about college and career readiness indicators for local high schools. He gave a hand-out of the new milestones. There are performance categories based on “status” and “change” relating to student readiness.

4.8 Student Senate – Tatiana Hernandez – NOTHING TO REPORT

4.9 Treasurer – Kimberly Tomlinson – NOTHING TO REPORT

4.10 President – Melissa Korber – unable to attend; everything she would discuss is already on the agenda.

5. OLD BUSINESS – DISCUSSION

5.1 Academic Senate Scholarships/Memorial Scholarships –Meghan Swanson

No more information on process. Could one scholarship be “Faculty Memorial” and list the people who have passed during the last year? **MOTION TO TABLE UNTIL JANUARY. APPROVED.**

5.2 Las Positas College Response to Chabot Resolution – Melissa Korber

MOTION TO TABLE UNTIL JANUARY. APPROVED. We agreed the chancellor would be invited; Melissa will distribute the letter when it is written. We need to arrange a bigger room for this meeting as Classified and Student Senates want to be involved.

6. NEW BUSINESS

6.2 Faculty Obligation Number – Roanna Bennie

There is increased interest in this, you have to hire your obligation number or you get fined. How do we split the obligation with Chabot? It is based on projected enrollment. We are committed to generate 41.97% = 128.79. We have 120 faculty presently but it will be hard to increase due to our budget. Chabot has 184 and needs to reduce their number next year. They used to manage this between President and Chancellor. But it is a public conversation this year, to increase transparency. Krista wants to develop principles, based on last year's numbers which is different from what we have done before. No agreement yet on how to split. The conversation is continuing. Numbers are agreed upon. Chabot will not reduce. LPC set at 126. We should hear soon **the Chancellor's** response. Thoughts on positions? One general business position will be taken off the prioritization list. Non-discipline specific positions **have talked or will talk with the interim president including discussions with the library about the new library faculty.** Roanna was thanked for her continued work on this.

6.3 Institutional Structure: Coordinators and Deans – Roanna Bennie

We will be hiring two deans – **counseling** and an interim replacement for Don Miller. Division shift will be discussed in January. DSPS director will be hired. Sylvia's position will be looked at – counseling/student services.

6.4 Apprenticeships – Roanna Bennie

This will be part of next year's new program. These programs happen with unions (electrical, pipe fitters, etc.). The curriculum comes from the unions rather than coming from the faculty. This position is related to manufacturing needs at the Labs. Roanna will be talking more about this in the future when there are more details. She feels this is a viable pathway for students so it's worth pursuing.

7. GOOD OF THE ORDER

7.1 Announcements/Comments: Roanna – the new building will be open in the fall; the rooms are designated already to disciplines who have "first call" on the use of space. Having all evening classes and offices clustered in one space is a good idea.

8. ADJOURNMENT

MOTION to Adjourn

MSC: Joel / Meghan / **APPROVED**

Meeting Adjourned at 4:37 p.m.

9. **NEXT MEETING** – Wednesday, January 24, 2018 at 2:30 pm.