

**LAS POSITAS COLLEGE ACADEMIC SENATE
REGULAR MEETING**

Room 4129, Mertes Center for the Arts Building
November 13, 2013 – 2:30 p.m.

APPROVED MINUTES

PRESENT: Rajeev Chopra, Elena Cole, Debbie Fields, Heike Gecox, Cindy Keune,
Michelle Gonzales, Thomas Orf

GUESTS: Greg Daubenmire, Teri Henson, Janice Noble

1.0 GENERAL BUSINESS

1.1 Call to Order – 2:43 p.m.

Quorum Reached – 2:55 p.m.

1.2 Approval of Agenda

1.3 Approval of Minutes from October 23, 2013

MOTION to APPROVE Draft Minutes

MSC: C.Keune / M.Gonzales /**APPROVED**

1.4 Public Comments – None

2.0 ACTION ITEMS – None

3.0 CONSENT ITEMS – None

4.0 REPORTS

4.1 BaSk Committee – None

4.2 DE Committee – None

4.3 Staff Development Committee – Greg Daubenmire attended as a representative of the Staff Development Committee. Since the Committee is under the Senate's purview, he was there to present a recommendation that had been approved by the Staff Development Committee. The Committee had discussed giving part-time faculty the same amount for conferences as what is currently being given to full-time faculty, which is \$250. The eligibility criteria the Committee and came up with was that part-time faculty would have to have worked two consecutive years with LPC, and must have had a 33% workload (equivalent to 5 teaching hours per week) in at least one of the past 4 semesters.

A brief discussion the consensus of the group was to support the Committee's recommendation and decision to increase the amount awarded to part-time faculty to \$250.

4.4 CEMC – Disciplines plans have been sent out and are due back to the divisions next week. The schedule is currently rolling over with all the additions, and discussion has begun with creating criteria for additions in the future. Due to the lack of a quorum, only limited business was conducted.

4.5 Faculty Association – Debbie Fields reported that hard copies of the Faculty Contract can be requested through her, and the contract will soon be posted on the Faculty Association website: clpcfca.com.

4.6 Student Senate –None

4.7 Treasurer – An email will soon be sent to faculty regarding the Senate's fund raising efforts.

4.8 President – The State Plenary was held last week and no one from LPC was able to attend. Kathy Kelly, Senate President from Chabot, attended and shared with Thomas Orf that the bulk of the discussion was spent on a number of resolutions that were passed involving the ACCJA. One in particular was a strong recommendation to the ACCJC asking that CCSF be granted an extra year to get things in order. The vote was not unanimous but strongly supported. The other topic of great interest was the announcement made about the California Community Colleges Board of Governors supporting the Student Success Initiative with technology investments. The Board of Governors approved more than \$31 million in funding for online tools. They also awarded Foothill-De Anza Community College District \$16.9 million to expand the California Virtual Campus, clearly demonstrating that the Board of Governors is investing heavily in distance education. A brief discussion ensued about the pros and cons of online learning. There are students who excel with face to face instruction, and courses that cannot be taught as online. This type of learning will bring on a whole new type of style and change the meaning of earning a degree. By moving students through the learning process at a quicker pace, the quality assurance and the viability when tests are administered were mentioned as a concern.

The Spring Plenary is scheduled for April 10-12 at the Westin Hotel- San Francisco Airport. Those interested in attending should contact Thomas Orf.

There is a new set of accreditation standards that the College has not been informed of whether the old or new will apply. The new standards will not be approved until June of next year, although the content is said to be similar to what is in place and is to streamline and reorganize the process.

4.9 DBSG – DEMC has not met and will also not meet in November. The President's workgroup, which is made up of staff, faculty, administrators and students, have been meeting and have come up with the following preliminary ideas.

To create four District wide committees that would be centralized and establish accountability where there currently is none.

1. Create and immediately initiate a Facilities Committee. Each college has a facility committee that is not inter-linked and neither answers to the District. The committees at each campus would continue to exist and made accountable to this new committee.
2. Create a Technology Committee for the same reason as the Facilities Committee.
3. Create a Planning and Budget Committee that would replace the DBSG, and have all of the other budgetary committees be accountable to this new committee.
4. Create an Education Committee that would include areas associated with institutional effectiveness. It is not certain if this would replace the Curriculum Committee or have it be a sub-set of this new committee.

During the brief discussion the question was raised as to what problems would be solved by creating these new committees? Right now people have little time to serve on existing committees, and there should be goals in place justifying why there is a need to create more. It was mentioned that even though the ideas are preliminary they will most likely move forward, so it would be wise to keep in mind that human resources are scarce. It was explained that creating these committees would afford an economy of scales where two colleges are asking for the same thing but neither are aware because the information stops at the college level. If there was a centralized place for discussion and nothing else changed, the outcome could benefit both colleges.

DBSG will resume discussion on the workgroup's preliminary ideas. Additional information will be known after they meet on December 6th.

5.0 DISCUSSION OLD BUSINESS

5.1 Board Policy Updates – Thomas Orf and Jane McCoy, the two LPC representatives, have been reviewing Chapters 4 and 5 of the board policies and procedures as part of a group working with the District Office. The Senate was shown where and how to access the documents, which are located on the CLPCCD website. As an example a policy was opened that showed the different color sections within the document. The different colors indicate which levels of review the document has already passed.

The Senators will go over how to access these documents, which are located on the following link: <http://www.clpccd.org/education/AcademicPolicies.php>. The faculty will be asked to review policies 4010, 4020, 4025, 4027, 4030, 4040, 4050, 4060, 4070, 4100, 4104, 4105, 4110, 4220, 4225, 4226, 4230, 4231, 4232 and 4235. Any concerns should be brought to their respective senators before the December Senate meeting when the Senate will be voting as to which policies should move forward.

5.2 Updated Budget Cycle and Planning Proposal – At the October 23rd Senate meeting, Dr. Janice Noble introduced the Proposed Integrated Planning and Budget Cycle, and the Integrated Planning Committee. At the November 6th Town Meeting a presentation of the revisions made to the original proposed model was shared and

Dr. Noble briefly went over the same information at this meeting to answer any additional questions.

Information regarding the Integrated Planning Committee and how this group will work with this proposed model has been sent out for review. Discussions are to take place at the division level and at the Senate, after everyone has had the opportunity to read and review the responsibilities of this committee. Information, feedback, and suggestions will be gathered from the division meetings so that the Senate can move forward with the recognition that the integrated planning process is a work-in-progress, and will be evaluated and improved over the following semesters.

5.3 Hiring Prioritization Update – There has not been an update regarding the Men's Basketball Head Coach Position regarding the decision by the Committee to consider this an emergency hire. The Hiring Prioritization committee has met and Thomas Orf will report on their response at the next Senate meeting.

6.0 DISCUSSION – NEW BUSINESS

6.1 Calendar Update – Teri Henson reported that as a member of this year's Calendar Committee she has come to realize that this Committee operates under a lengthy list of constraints. She provided updates from the Calendar Committee to possible proposed changes that could be taking place beginning summer 2015.

The proposal for a 7-week, 5 day per week, summer term was discussed but has since been scrapped. The issue involves the short window of time between the end of summer term and start of the fall term. Three ways that would provide a longer window of time include:

- 1) Having summer session start as early as June 10 and end earlier. This would provide A&R an extra week to tabulate grades before the fall semester begins. However; for this proposal to be accepted, a study would need to be conducted that would examine how many high school and CSU East Bay students would be affected by starting summer term before they both finished their spring term.
- 2) Delay the start of fall so that admissions and records would have time to enter grades after summer. This would mean starting fall semester on August 19 (Wednesday) and scheduling convocation on Monday and Tuesday of that same week, resulting in the last final to be held on December 22 (Tuesday).
- 3) The last possibility would be to end fall semester earlier if classes were held on the Wednesday before Thanksgiving (which would count as an instructional week). This however would require significant union negotiations affecting working conditions.

Teri has asked that the options the Committee is looking at be taken back to the divisions by the Senators and discussed at the division meetings. The Committee will meet again on December 20th, and the District has asked that the calendar to be presented at the January 2014 Board meeting.

6.2 Withdraw Requests from Admissions and Records – Thomas Orf stated that faculty have shared with him that they have been approached by individuals from A&R asking that a W grade be changed to a NGR. He was asked to present this concern to the Senate for discussion. Even though there may be an extenuating circumstance and that reason cannot be divulged, it is still a faculty issue. A suggestion that a letter be written by the Senate reminding A&R that this is inappropriate request, and also a 10+1 issue was made. After a brief discussion the result was to have Tom meet with the VP of Student Services, Diana Rodriguez, to discuss this matter discussion.

7.0 GOOD OF THE ORDER

7.1 Announcements –

~ Talking Points for this meeting will include:

- * Proposed Integrated Planning, Budget and Assessment Process
- * Review of Board Policies
- * Calendar Options

7.2 Adjournment – 4:40 p.m.

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ACADEMIC/FACULTY SENATE ROSTER

EXECUTIVE OFFICERS

Senate President:	Thomas Orf
Senate Vice President:	Elena Cole
Senate Secretary:	Cindy Keune (Fall)
Senate Treasurer:	Rajeev Chopra
Senate Admin Assist:	Carmen McCauley

ACADEMIC/FACULTY SENATE ROSTER

ALSS:	Michelle Gonzales
STEMPS:	Debbie Fields
BSBA:	John Ruys
Counseling:	Heike Gecox
PT Faculty:	Mona Abdoun
ASLPC Rep:	Kevin Lopez

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