



COLLEGE COUNCIL MINUTES

Thursday, October 22, 2020 | 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

Members Present (voting):

William Garcia, V.P. Student Services
Kristina Whalen, VP Academic Svcs & Accreditation Steering Cmte
Anette Raichbart, V.P. Admin. Services & Budget Development Cmte
Rajinder Samra, IPEC
Titian Lish, Resource Allocation
Kristy Woods, Guided Pathways
Craig Kutil, Academic Senate VP & F/A
Saba Salehifar, LPCSG President
David Rodriguez, Classified Senate President
Jean O'Neil-Opipari, Classified Senate VP

Members Absent:

Dr. Dyrell Foster, President
Sarah Thompson, Academic Senate President
Mike Ansell, Facilities & Sustainability
TBD, Technology
Mike Alvarez, LPC SEIU
Esmaa Elgarguri, LPCSG V.P.

Guests:

Melissa Korber

1. Call to Order

Dr. Foster called the meeting to order at 2:32 p.m.

2. Review and Approval of Agenda

Mr. Kutil/Ms. Woods/unanimous.

3. Review and Approval of Minutes (9/24/20)

Mr. Kutil/Ms. Woods/one abstention

4. Action Items

- BP 4230 Grading & Academic Record Symbols; motion to approve Mr. Kutil/Ms. Woods/unanimous
- AP 4230 Grading & Academic Record Symbols; motion to table approval/Mr. Kutil/Ms. Woods/unanimous
- BP 4231 Grade Changes; motion to approve Mr. Kutil/Ms. Woods/unanimous
- AP 4231 Grade Changes; motion to approve Mr. Kutil/Ms. Woods/unanimous
- BP 4232 Pass/No Pass; motion to approve Mr. Kutil/Ms. Woods/unanimous
- AP 4232 Pass/No Pass; motion to approve Mr. Kutil/Ms. Woods/unanimous
- BP 4235 Credit for Prior Learning; motion to approve Mr. Kutil/Ms. Woods/unanimous
- AP 4235 Credit for Prior Learning; motion to table approval/Mr. Kutil/Ms. Woods/unanimous
- AP 4236 Advanced Placement Credit; motion to approve Mr. Kutil/Ms. Woods/unanimous
- BP 4240 Academic Renewal; motion to approve Mr. Kutil/Ms. Woods/unanimous
- AP 4240 Academic Renewal; motion to approve Mr. Kutil/Ms. Woods/unanimous
- BP 4250 Probation, Dismissal, & Readmission; motion to approve Mr. Kutil/Ms. Woods/unanimous
- AP 4250 Probation, Dismissal, & Readmission; motion to approve Mr. Kutil/Ms. Woods/unanimous
- BP 4260 Prerequisites and Co-Requisites; motion to approve Mr. Kutil/Ms. Woods/unanimous
- AP 4260 Prerequisites and Co-Requisites; motion to approve Mr. Kutil/Ms. Woods/unanimous

5. Old Business

- **Fall Semester/Spring Semester:** Dr. Foster shared that there are still LPC services that are open and available including Student Services and the Child Development Center. The County will drive the guidance for the college and district reconsiderations for opening. A number of emails from students have been received about having some individual study spaces on campus. VP Whalen and her team have explored that topic and recommend opening the Tutorial Center for individual spaces this semester for students. The request is moving through the district for protocol. VP Whalen indicated the days and hours would be Monday and Wednesday from 10:00 a.m. to 5 p.m. Tutoring will not be offered, Mr. Tsubota will monitor carefully for demand. Ms. Thompson inquired about bringing math testing back to the campus in spring. VPs will be making a recommendation. A College Emergency Task Force meeting will be scheduled prior to the Thanksgiving break.
- **CARES Act Allocation:** Dr. Foster indicated funds are still available for outstanding needs. Forward any needs to the Deans who will forward to the Exec Team. Several RAC requests for equipment can be covered using this allocation.
- **Budget Update:** Dr. Foster shared that Chancellor Gerhard presented the budget at the October Board meeting. LPC is still facing a structural deficit and we will need to reduce the FTES target for next year resulting in an impact to the college and course offerings next year. This conversation will be continued in November's Town Meeting. Ms. Thompson questioned whether LPC is going ahead with the reassigned time as defined last year or whether it will be renegotiated from the Chancellor's Office. Dr. Foster indicated further conversation will be needed on that topic because of the language and connection to the budget. Ms. Raichbart indicated that the budget was approved by the Board and the adopted budget was loaded into Banner where it, and the co-curricular budget, is visible to the Deans.
- **Task Force/Call to Action:** Dr. Foster expressed his appreciation for all of the work that is happening on the Call to Action Recommended Plans, identifying the leads, working through the timelines, etc. Special thanks were given for the ConnectUp Project, the Presidential Speaker Series, and the presentations given during Flex Day.
- **EMP Update:** Mr. Samra indicated that the District is nearing the end of a long process. The draft was sent out today as well as a survey. The team will determine whether the EMP can be improved based on survey feedback. The EMP will be presented to College Council in December for approval. The Academic Senate had their first reading on November 9. Ms. Lish inquired whether housing data is included in the EMP. Mr. Samra indicated that there are unfunded mandates that are brewing at the state level that would require each community college to have a housing point person to address that issue. It was suggested to contact Amanda Ingold, CalWORKs as part of the scope of her job includes foster youth and the homeless.

6. New Business

- **Transitions:** Dr. Foster shared that Jonah Nicholas, was approved at the October Board meeting as the new Vice Chancellor of Business Services.
- **Elementary Teacher Education AA-T Presentation:** Ms. Reno and Mr. Kutil presented information on this transfer degree to be offered through the Early Care and Education Department. The goal is to launch the program in fall 2021 with a cohort model and advertising to community and high schools and partnering with the local CSUs. The presentation can be found [here](#).
- **Upcoming BPs and APs**
 - BP 4300 Field Trips and Excursions
 - AP 4300 Field Trips and Excursions
 - BP 4400 Community Education Programs
 - AP 4400 Community Education Programs
 - AP 4500 Student News Media
 - AP 4610 Instructional Service Agreements
 - BP 5030 Student Fees; it was indicated that an audit option needs to be instituted for students as a form of revenue generation and serving our communicated (disabled or returning students). The conversation is being discussed at ESS as a start. This needs to be addressed immediately as we are out of compliance.
 - AP 5030 Student Fees

7. Information Items

- **Approval of Program Proposal Process:** The process was reviewed by Mr. Kutil

8. Updates

- **VP Academic Services:** Ms. Whalen indicated that it looks like the Watermark student survey software is going to launch sometime today.
- **VP Administrative Services:** Mr. Raichbart reminded the committee that the budget is in Banner. Reassigned time falls within 3A, \$457k.
- **VP Student Services:** Mr. Garcia indicated there is a new tab in Class Web, 6 Steps to Success, and thanked Mr. Alvarez and Ms. Ugale. The Technology Office has issued a new white paper. The system is inundated with fraudulent applications. ITS will convene a work group on how and when to issue District email accounts to new applicants. Refer students to the Student Health and Wellness Center for student mental health services (please note there are new forms). The Class Schedule for spring 2021 is complete. A flipbook version is available. Hard copies have been printed for Dublin, Pleasanton, Livermore and some for LPC.
- **Accreditation Steering Committee:** Ms. Whalen indicated the committee is moving steadfastly forward. In the upcoming meeting, the committee will look at drafts of standard 1C and the first seven standards, as well as standard 2A. Both the student survey and the employee survey will be done in early spring.

- **Budget Development Committee:** Ms. Raichbart indicated the committee is meeting regularly, discussing the budget and negative balance and working together to determine what can be done to reduce liabilities.
- **College Enrollment Management Committee:** Ms. Whalen indicated the committee would be meeting tomorrow and hopefully by the end of the day would solidify the FTF allocations for each of the disciplines which would set the stage for the discipline plans. The strategy is to look at two sets of three-year averages to use as a basis by which adjustments could be made.
- **Facilities and Sustainability Committee:** no report.
- **Institutional Planning and Effectiveness Committee:** Mr. Samra indicated there were great presentations from the VPs regarding college planning priorities. He reminded the committee that there are four college planning priorities and referenced this agenda which lists all four. The committee is looking at four key processes in the planning and budget cycle, and they will be evaluating the planning process and the resource allocation process with the goal of completing it by the end of the academic year.
- **Resource Allocation Committee:** Ms. Lish indicated that the instructional equipment requests were ranked and will be reviewed on November 5. At that time, they will be moved forward to Dr. Foster for recommendation. The Classified Professional and Administrative position requests should be coming through the RAC process soon.
- **Technology Committee:** no update.
- **Guided Pathways Committee:** Ms. Woods shared that the GP Steering Committee voted to recommend adoption of Program Mapper. This moves the discussion forward to Academic Senate and to District Technology. The GP web site is live. Ms. Woods' PPT can be found [here](#).
- **Academic Senate:** Ms. Thompson reported that she did not have any additional information to report.
- **Classified Senate:** Mr. Rodriguez reported that a special Classified Senate meeting was held on the topic of Guided Pathways. They are also talking about the Caring Campus initiative.
- **LPC Student Government:** Ms. Elgarguri shared that The Market was held on October 20 and served about 150 people. The LPCSG retreat is scheduled for today at 4:30 p.m. A Coffee and Chat session is scheduled for November 11 and a Virtual Club Fair is scheduled for November 12.
- **Faculty Association:** Mr. Kutil indicated that two MOUs were signed. The one signed on October 1 had to do with peer evaluations, timelines, and watermarks. The other one signed on October 7 had to do with child care and sick leave for faculty. Another meeting is scheduled for next week.
- **SEIU:** The Collective Bargaining Agreement is posted online.

9. **Adjournment** – Mr. Kutil/Ms. Woods/unanimous adjourn at 4:12 p.m.

10. **Next Regular Meeting:** November 19, 2020