

LAS POSITAS COLLEGE ACADEMIC SENATE
REGULAR MEETING
SSA Building – Room 1687
February 11, 2015 – 2:30 p.m.

APPROVED MINUTES

PRESENT: Toby Bielawski, Jill Carbone, Rajeev Chopra, Greg Daubenmire, Heike Gecox, Mark Grooms, Richard Grow, Titian Lish, Thomas Orf

GUESTS: None

1.0 GENERAL BUSINESS

1.1 Call to Order/Quorum – 2:38 p.m.

1.2 Approval of Agenda – MSC: T.Bielawski / M.Grooms / APPROVED

1.3 Approval of Minutes from January 28, 2015

MOTION to APPROVE the draft minutes from January 28, 2015 as written.

MSC: M.Grooms / J.Carbone / APPROVED

1.4 Public Comments – None

2.0 ACTION ITEMS – None

3.0 CONSENT ITEMS – None

4.0 REPORTS

4.1 BaSk Curriculum – No report

4.2 Distance Education Committee – Scott Vigallon (submitted written report)

- There is a buy-in option that allows any CCC to purchase online tutoring services for any course that is not already offered as part of the OEI. This option will be made available to all 112 CCCs, not just for those 24 colleges offering courses through the OEI, for a reasonable price.
- The OEI's Online Readiness tutorial, "Quest for Success Program", has been launched at all 8 pilot colleges and will be made available to all colleges at no cost, hopefully by this summer.
- Three finalists have been selected to demo their course managements systems to the OEI on February 2-4: Canvas, Moodle, and Blackboard. A recommended winner is scheduled to be sent to the OEI Steering Committee on February 6.

- The statewide Academic Senate has formed a new Online Education Committee to make recommendations on policies and practices in online education and educational technology. On March 20, it will conduct an Online Education Regional Meeting at College of San Mateo from 9-3:30 am. The event is free.
- Results from the Fall 2014 student and faculty DE surveys will be posted on the DE Committee web site.
- DE instructors will be asked to nominate online students for the inaugural DE Scholarship award.

4.3 Staff Development Committee – No report

4.4 Faculty Association – No report

4.5 Student Senate – No report

4.6 Treasurer – Rajeev Chopra

- No word yet as to whether the ASLPC will be making a donation to this year's Staff Appreciation event.
- The food cost will be similar to last year, and figures will be reported at the next Senate meeting.

4.7 President – Thomas Orf

- The equivalency document is complete and waiting for approval from the Chancellor's Cabinet.
- The election committee for the 2015-2016 Academic Senate Executive Board has been formed, and information about the process and timeline will be sent soon. Faculty are encouraged to submit nominations for any of the executive positions (including the Academic Senate President), or consider serving as a senator.

4.8 PBC – Rajeev Chopra

- The Committee has been reviewing actual and budgeted costs for the different accounts. Approximately, \$800K was found to be over budgeted in the RUMBL account. Half that amount will be placed back into the RUMBL, and the other half will be divided among Chabot, LPC, M&O, and the District. The decision to distribute the funding in the general budget accounts, or place it all in reserve has not been decided. Distribution of these funds is expected to be made sometime in the Spring.
- Discussion continues regarding the additional \$575K given to Chabot to help subsidized their Dental and Nursing programs. The programs have state mandates that limit the number of students allowed in each class, which increases the number of faculty needed for these programs. A group made up of members within the PBC will go over how much of the \$575K is left and what type of expenses were applied. This group did conclude that \$550K not \$575K should have been given to Chabot. The extra \$25K will be rolled back into the model.

- The actual and estimated costs of the RUMBL account is being reviewed. The district has hired a firm that is to research the number of retirees, the ages, estimated life span, inflation rate, etc. to help with calculating RUMBL costs for future years. A starting point will be set to be able to compare the actual and estimated costs.
- A group made up of PBC members will become involved with understanding reserves. Mandated by the BOT is a 5% reserve across the board. Both colleges and the district are to keep a minimum of 1%. At the moment there is approximately \$1.5M in reserves and the question of how much actually needs to be kept, and how much can be distributed to the colleges is what has to be discussed and decided.
- Being discussed and having brought up previously is finding a cohesive strategy for marketing both colleges. The colleges are predicting more growth than the state is providing. Building up the schedule and offering more classes is the strategy being considered. Although if the classes do not fill, the colleges and the district will have to absorb a cost of about \$800K. If we are to meet our base number, adding classes and promoting them in a way to grasp the interest of students is what both colleges need. The idea of hiring a Marketing Manager will be up for discussion at the next PBC meeting.
- The State is optimistic about its budget and a COLA of 1.58% is predicted.

4.9 Accreditation – No report

5.0 DISCUSSION OLD BUSINESS

5.1 BOT (Board of Trustees) Resolution – Thomas Orf

The discussion began with a brief recap of why a resolution was being written regarding the newest appointed Board member. Dr. Barbara Mertes resigned from the Board and five candidates came forward for consideration. Appointed was someone who did not have close ties with LPC, even though three candidates did - one of which was Don Milanese.

The Academic and Classified Senates, and the Faculty and Classified Unions are currently writing resolutions in support of Don Milanese. Also, the process of how the vote went from 4-2 to unanimous is being questioned. The handling of the voting, and the quiet way the information for this Special meeting was distributed generated many questions.

The following comments were brought forward during the discussion as to whether the Senate should wholeheartedly show support.

- Would like more information about what actually went on in the meeting.
- Without having been at the meeting or on the committee, it is hard to know who and why the committee decided the way they did.
- The Board's criteria and priorities are unknown.

- Changing the vote to unanimous is seen as covering up the true result of the vote.
- Is the college being disenfranchised due to Don Milanese not being appointed? If so, then there is cause for arguing the outcome.
- The person appointed is only an incumbent. The upcoming election could result in a different outcome.
- Not bothered by the decision.
- It will cost the district money and Don Milanese out of his pocket, if he is serious about wanting to have a seat on the Board.
- The Board acted as the committee and the decision maker in this case.
- It is presumed that the decision was pre-determined based on how the process was conducted, and the changing of the votes.

The Senate decided to hold off submitting a resolution until the minutes of the Special meeting are made public. Stressing not being pleased with the process, and how little advanced notice there was before the meeting, plus how the Board handled the selection process were justified.

5.2 Update on FSA Document – Thomas Orf

The Union is reviewing the FSA document and feedback from them will be incorporated. The document will be brought to the next Senate meeting for review.

5.3 Subcommittees – Thomas Orf

The following faculty have volunteered to participate on the subcommittees listed below:

Reed Buffington

Richard Grow

Staff Appreciation

Toby Bielawski

Rajeev Chopra

Executive Board for 2015-16

Jill Carbone

Greg Daubenmire

5.4 Update on Faculty Hiring Committees – Thomas Orf

- The forming of the hiring committees for full-time faculty positions are nearly complete.
- Dean Dyan Miller will be overseeing the hiring process for some of the faculty positions in the ALSS division.
- The use of standardized interview questions was suggested at a meeting Tom Orf attended, which was not positively received.

6.0 DISCUSSION NEW BUSINESS

6.1 Reassigned Time (A New Angle) – Thomas Orf

The topic of reassigned time for faculty who chair committees that only answer to the Senate was discussed with the President. Since reassigned time varies from one committee to another, why not come up with how much time is devoted to that committee and calculate the reassigned time using a formula.

Guidelines for calculated reassigned time from Contra Costa CCD was distributed as an example. Senators are to present this idea to the faculty at their next division meeting and present feedback for discussion at the next Senate meeting. These guidelines are only for faculty who chair committees that answer to the Senate. Reassigned time for faculty who are department coordinators, etc. is strictly a contractual issue. The question of where the money to pay faculty for reassigned time has not been determined.

7.0 GOOD OF THE ORDER

7.1 Announcements –

- Approximate 700 individuals attended College Day, which was held on Saturday, February 7, 2015.

Senators to present at division meeting:

- Solicit faculty for all Academic Senate elected positions
- Discuss reassigned time guidelines
- Remind faculty of Senate Treasury Fund

Talking Points

- Reassigned Time
- Reminder – Donate to Senate Treasury Fund

7.2 Adjournment – 4:05 p.m.

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Next Academic Senate Meeting – February 25, 2015

ACADEMIC/FACULTY SENATE ROSTER

EXECUTIVE OFFICERS

Senate President: Thomas Orf
 Senate Vice President: Greg Daubenmire
 Senate Secretary: Jill Carbone
 Senate Treasurer: Rajeev Chopra
 Senate Admin Assist: Carmen McCauley

ACADEMIC/FACULTY SENATE ROSTER

ALSS: Toby Bielawski, Titian Lish
 STEMPS: Richard Grow
 BSBA: Mark Grooms
 Counseling: Heike Gecox, Gilberto Victoria
 PT Faculty: Vacant
 ALPC Rep: Rotating

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C.McCauley