

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

APPROVED MINUTES

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

GUESTS: Lauren Hughes, John Ruys

1.0 GENERAL BUSINESS

1.1 Call to Order/Quorum – 2:31 p.m.

1.2 Approval of Agenda – MSC: J.Carbone / M.Grooms / APPROVED

1.3 Approval of Minutes from February 11 and February 25, 2015

MOTION to APPROVE both sets of draft minutes

MSC: J.Carbone / M.Grooms / APPROVED

1.4 Public Comments – None

2.0 ACTION ITEMS – None

3.0 CONSENT ITEMS – None

4.0 REPORTS

4.1 BaSk Committee – No report

4.2 DE Committee – Scott Vigallon

Report from DE meeting held February 27, 2015

- The Online Education Initiative for California selected Canvas as its common course management system.
- CIS student Damon Alcorn was selected as the winner of the inaugural Distance Education Scholarship.
- The first statewide Academic Senate Online Education Regional Meeting takes place March 20 at College of San Mateo from 9-3:30. The event is free, and participants can register at asccc.org/calendar/list/regional-meetings.
- The annual cost for LPC to join the State Authorization Reciprocity Agreement (SARA) would be at least \$4,000 a year. This would allow us to teach DE student who reside in other states. Since Fall 2011, LPC has had 2 confirmed DE students living out of state.

- A rep from Instructure demonstrated Canvas to the committee.
- There was not a significant difference in the rates for Fall 2014. The noteworthy statistics came in the percentage and number of DE students. There were 3,541 students, which constituted 15% of the total students for the college.

4.3 Staff Development Committee – Greg Daubenmire

- Requests for attending a conference and workshop were approved at last Monday's meeting.
- Discussion took place with regard to placing forms on the website that are different than those associated with conferences. For example: Flex Credit, form allowing faculty to request setting-up a workshop for funding "F" hours, etc.).
- Discussed the section in the accreditation report that pertains to Staff Development.
- Discussed having a Mandatory Flex in the Fall.
- A report of how many flex hours faculty have completed will be sent out soon.

4.4 Faculty Association – No report

4.5 Student Senate – No report

4.6 Treasurer – Rajeev Chopra

- The expenses for this year's Staff Appreciation are expected to be about the same as last year. Anticipated donations from the President's Office, ASLPC, Business Club, and faculty on the day of the event are expected to cover the cost. An Evite will be sent soon.
- The Treasury balance has remained the same since December 1, 2014, and reported as \$1,188.00; expenses paid amounted to \$101.00; deposit of \$50.00; ending balance \$1,137.00.

4.7 President – Thomas Orf

- The revised equivalency document was presented at the Chancellor's Council for review, and is awaiting approval.
- The Reed Buffington Award rotates each year from one college to the other. This year LPC will be presenting and the committee members will be last year's recipient from Chabot, LPC Senate President, and LPC Senate faculty member. It also suggested that Karen Phil (the last recipient from LPC) be included to provide some background on the nominees. The nomination form will be sent out soon.
- Academic Senate Executive Board nomination forms for 2015-2016 will go out after Spring Break.

4.8 PBC – Rajeev Chopra

It was reported that the \$5.2M that has come into our District can be used for deferred maintenance, equipment, any one-time expenses (no explanation of what one-time expenses compasses). A suggestion to run the funds through the allocation model so

that the colleges can receive a portion and spend the funding to cover their needs was not discussed any further.

Chabot has already begun planning for 2015-16 equipment requests, and LPC is a semester behind. It was suggested that a recommendation be made to the Chancellor that \$1M be taken from the \$5.2M and given to the colleges (\$500K each) for use towards equipment, and that another \$1K be used for deferred maintenance at both colleges.

When the PBC was originally formed the idea was based on research and planning so the Director of Research was placed on the committee, although now it seems that the PBC has evolved to be more budget allocation. The question of whether the VP of Administrative Services should now serve on the PBC replacing the Director of Research is being discussed.

4.9 Accreditation – John Ruys reported that he, Elena Cole, Tina Inzerilla and Marie Smith (consultant) meet with the Curriculum Committee to ask questions about SLO's, and why faculty across the college are not “buying” into the SLO process. Multiple members of the Curriculum Committee communicated that when the SLO process originally began there was a clear signal that measurable objectives on course outlines were not SLO's. The Curriculum Committee felt that was what was communicated by both the state and local levels. Many other community colleges are using measurable outcomes as SLO's, which is not what was communicated here.

The Curriculum Committee felt that their group was not representative of the entire faculty and recommended having the faculty meet as a whole and talk about the issues related to not wanting to complete SLO's. The academic deans have given up their division meeting time next Wednesday so that a meeting of the entire faculty can take place in 2420 to talk about the problems occurring with the SLO process. John wanted to present the idea of the meeting with the faculty as a whole before sending out information.

Another suggestion was to have an outsider's view of the process and have them give some insight as to what they may have noticed at other colleges and answer questions about why and how come was positively received. Tomas Orf will check with the Statewide Academic Senate to inquire about experts in assessments of SLO's and if anyone is available to speak with faculty at the college.

Jill Carbone mentioned that Kristy Woods knew of a faculty member at Los Medanos who is an expert in the process, and has presented seminars where she brings out the meaningfulness and practicality of SLO's.

John Ruys is the new SLO Liaison and was thanked for speaking on SLO's at this meeting.

5.0 DISCUSSION OLD BUSINESS

5.1 FSA Document – Thomas Orf

The proposed FSA document establishing minimum qualifications, has been reviewed by the FA because of the contractual language in the document, and approved. It is now back to the Senate (both here and Chabot) for final review. The focus of discussion was placed on the wording in the Professional Achievement Equivalence section. An FSA granted at one college would allow that individual to teach at either college. It was important to specify in the document that both colleges are to be in agreement of whatever decision is made, regardless of which college had received the application.

The wording will be changed to reflect that a consensus must be met by both colleges. A revised copy will be emailed to the Senators before the document is voted on at the next meeting.

5.2 Moving Forward with Reassigned Time for Committees – Thomas Orf

The President was introduced to a document outlining the calculation of reassigned time for faculty serving as chairs on committees overseen by the Senate. The proposed formula is based on 2.5 hours per week equaling 1 CAH. The hours are those beyond the regular meeting time (i.e.: preparation, required attendance at other committee meetings, etc.).

A brief discussion followed and it was mentioned that this process is transparent and the additional time is clearly documented. If the Senate agrees to move forward with this idea, the chair of the committees this would affect will be contacted and asked for the amount of additional time devoted outside of the regular meeting. Since each committee is different and the responsibility may vary from one year to the next, information will be gathered going back one year to establish an average.

It is now up to the President to decide whether to approve the formula for additional reassigned time.

6.0 DISCUSSION NEW BUSINESS

6.1 Administrator Evaluations – Mark Grooms and Thomas Orf

The discussion of administrator evaluations was brought forward by request from a faculty member who was under the impression that administrators did not necessarily get evaluated. It was not clear to this faculty member whether there was a procedure in place, and if subordinates were ever asked for input.

A poll taken at this meeting showed that the majority of the Senators have never been asked to take part in an administrator evaluation. The district office actually sets the procedures and the impression is that administrators can evaluate each other as they see fit. Administrators can ask for faculty input, if they want. The FA has no control, and no one is prevented from submitting a recommendation.

Tom will follow up with HR and see what information is available pertaining to administrator evaluations in the position of dean and higher.

7.0 GOOD OF THE ORDER

7.1 Announcements –

- LPC Shark Tank competition will take place on March 24th beginning at 1:00 p.m. in the Little Theater – Room 801.
- During Spring Break 18 student members of the Business Club and their advisors will be flying to Southern California to attend the Future Business Leaders of America Conference in Ontario, CA.
- The college should discuss as a whole, looking ahead and talking about ways of being able to work cohesively with one another. People should be respected and the position they hold should not matter.

Talking Points

- FSA
- Reassigned Time
- Funding Request
- Staff Appreciation

7.2 Adjournment – 4:15 p.m.

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Next Academic Senate Meeting – March 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