



Chabot-Las Positas Community College District

Chancellor’s Council

Tuesday, March 12, 2024

3:00 p.m. to 4:30 p.m.

Zoom

Attendees:

<input checked="" type="checkbox"/> Ron Gerhard	<input checked="" type="checkbox"/> Katrin Field	<input checked="" type="checkbox"/> Brody Price
<input checked="" type="checkbox"/> Mona Abdoun	<input checked="" type="checkbox"/> Dyrell Foster	<input type="checkbox"/> Aubrie Ross
<input type="checkbox"/> Joanne Bishop-Wilbur	<input checked="" type="checkbox"/> Dave Fouquet	<input checked="" type="checkbox"/> Ashley Young
<input checked="" type="checkbox"/> Jamal Cooks	<input checked="" type="checkbox"/> Joel Gagnon	
<input checked="" type="checkbox"/> Virginia Criswell	<input checked="" type="checkbox"/> Theresa Pedrosa	

Guests: Jennifer Druley, Wyman Fong, Bruce Griffin, Craig Kutil, Terra Lee, Owen Letcher, Dionicia Ramos, Kirti Reddy, Rachael Tupper-Eof, Kristen Whittaker

MINUTES

Chancellor Gerhard called the meeting to order at 3:02 p.m.

1. Review and Approval of the March 12, 2024 Agenda

The agenda was approved as presented. **(Young, Pedrosa) All in favor.**

2. Review and Approval of the Minutes from the February 13, 2024 Meeting

The minutes from the February 13, 2024 meeting were approved as presented. **(Pedrosa, Young) All in favor.**

3. Part-Time Faculty Informational Meetings

Ashley Young presented the idea of a part-time faculty informational meeting for part-time faculty. A tentative schedule was presented and included the following items:

- Wills, Trusts, and Estate Planning
- Other Retirement Savings (403b, 457, Roth IRA, IRA) and how teaching affects Medicare and Social Security
- CalSTRS retirement options explained: Cash vs. Defined Benefit, buy back service years?
- Upcoming Health Benefits for Part-time Faculty
- How to apply for a classified or admin position and why this might be a good alternative
- Workshop on How to Get Hired Full-time at a Community College

Input was requested from the council. Information on who would best help lead the workshops is also requested. The event should happen before the summer, in May.

Dave Fouquet mentioned there have been some workshops for part-time faculty and orientations in the past. It was questioned if someone has chosen cash over defined benefit, is

there a way for them to transition into defined benefit. AYoung mentioned it is possible to buy back service years.

Wyman Fong shared a document for [Part-Time Faculty: Cash Balance vs. Defined Benefits vs. Social Security](#). Jennifer Druley mentioned that Kathleen Cramsey, Payroll Manager, will often answer as many questions as she can. If she cannot, she may also contact a CalSTRS representative or give the contact information directly. AYoung asked if CalSTRS could attend this event. JDruley mentioned that we could look at coordinating this together. It can be challenging to have CalSTRS attend being that they are statewide. If they cannot attend, a list of links and resources will be compiled and available.

RGerhard asked if this event would be planned at the college level at each college, through FA, or districtwide. AYoung stated that it should be in person and that Las Positas College can host. WFong stated that this is a great idea because there is not much information that goes out to our adjuncts. HR was already planning to do something for the upcoming health benefits for part-time faculty. A bill was passed that funds the benefits of adjuncts 100%. We are implementing it in fall and spending time between now and then creating all the materials on what it means and how to get there.

DFouquet will send out information to faculty once the event is confirmed. Mona Abdoun is willing to help in any way needed.

4. Board Policies and Administrative Procedures

RGerhard presented the following policy and procedures for first reading. Changes reflect updates from the League. It is asked that they are taken back to your constituencies and reviewed for feedback.

4.1. First Reading of Board Policies

4.1.1. [BP 5500 Standards of Student Conduct](#)

4.2. First Reading of Administrative Procedures

4.2.1. [AP 4100 Graduation Requirements for Degrees and Certificates](#)

Craig Kutil mentioned that this was approved through Title V a couple of years back and was supposed to take effect in fall 2024. This one will be worked on during the year due to the Title V changes that take effect fall 2025, which has to do with the entire associate degree graduation requirements overall. There are no more competencies for Math, English, and Ethnic Studies.

4.2.2. [AP 4250 Probation Dismissal and Readmission](#)

Theresa Fleischer Rowland mentioned that this procedure's change includes a paragraph stating the chancellor shall develop and provide to the board for review an annual report of the number of students who are placed on probation, dismissed, and reinstated. This report must disaggregate the students by race, age, gender, or any other characteristic identified by the board.

4.3. Second Reading of Board Policies

4.3.1. [BP 3710 Securing of Copyright](#)

4.3.2. [BP 3715 Intellectual Property](#)

4.3.3. [BP 4020 Program, Curriculum, and Course Development](#)

4.3.4. [BP 4300 Field Trips and Excursions](#)

MAbdoun mentioned there are questions about the field trips policy. It is requested to remove authorization and replace it with notification to students. It seems a bit excessive if faculty want to take their students to the library. Many faculty are not aware that this is included in the policy. There was confusion on why there is class 2 and 3, and another class 3. The boundaries of the district are also in question.

RGerhard stated that class 1, there does not seem to be an issue with it because these are trips on campus. This will be brought to the presidents for discussion. For the Class 2 and 3 reference, we can strike class 3, since there is another classification for class 3 only. The boundaries of our district include our city service areas.

BP 4300 will be tabled until the presidents have reviewed.

There was a motion to recommend moving forward these policies to the board and tabling BP 4300 for further review. **(Pedrosa/Abdoun) All in favor.**

4.4. **Second Reading of Administrative Procedures**

4.4.1. [AP 4020 Program and Curriculum Development](#)

The question that Craig Kutil asked last time was about the origin or necessity of the first two paragraphs. We did go back and review. In the first paragraph, the first sentence is what is legally required, while the second sentence is optional.

CKutil mentioned that the second paragraph is not a question, but the first sentence, that is in the one that we just looked at is already covered in our graduation requirements. It is suggested we do not include it. It was agreed to strike the first paragraph entirely and keep the second paragraph.

4.4.2. [AP 4300 Field Trips and Excursions](#)

This item will also be tabled for further review.

There was a motion to recommend moving AP 4020 forward to the board. **(Pedrosa/Young). All in favor.**

5. **College Resolutions/Report Outs**

5.1. [Las Positas College Student Government Alternative Academic Calendar Resolution](#)

Brody Price presented the resolution. LPC students were passionate about the issue of an alternative academic calendar, so the Senate decided to create an ad hoc committee to discuss. Most of the students leaned to keeping 18-weeks or were neutral. It was felt that the surveys conducted were not sufficient. Too many of the students had indicated they perceived a negative effect or indicated they do not know. It was felt that the

students taking the surveys were not informed enough to give accurate responses. It is suggested to postpone moving forward at this time.

TFleischerRowland stated that many of the council members were involved in the Academic Calendar Committee. The committee took 15 months to exam the benefits and liabilities. On March 1, there was an extended four-hour meeting at the district office. All work done is documented on the website. The final vote was to suspend the work at this time.

RGerhard thanked LPCSG for bringing this forward and stated that the work is suspended for the time being.

5.2. Report out from the College Senates / Unions

No reports were given.

6. Future Agenda Items

- BP/AP 4300 Field Trips and Excursions
- BP 4232 Pass/No Pass
- Part-time Faculty Event

7. Adjourn

The meeting was adjourned at 4:04 p.m.

The next meeting is April 9, 2024.