



# ACADEMIC SENATE MINUTES

February 12, 2025 | 2:30 pm – 4:30 pm | Room 21147 + Zoom for visitors

## Agenda Item – [Zoom information at end of agenda](#)

### 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 lifelong learning.

### LPC Planning Priorities

- ❖ 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.
- ❖ Establish a knowledge base and appreciation for health and wellness in the workplace; create a sense of urgency about wellness; prioritize wellness in decision-making, assessment and accountability; and build capacity to support wellness.

### Academic Senate Quorum: 7

#### Non-Voting Members:

President: Ashley McHale  
Student Government: Sophia Sucato  
Faculty Association: Heike Gecox

#### Voting Members:

Secretary: Collin Thormoto  
Treasurer: Catherine Suarez  
BSSL: Robin Roy, Collin Thormoto  
A&H: John Kelly, Catherine Suarez  
STEM: Anita Bhatia, David Montelongo, Jennifer Siders  
PATH: *vacant*  
Student Services: Ryan Eckles, Julie Nguyen  
Part Time Representatives: Valerie Connors, Jeff Judd

- 1. Call to Order:** 2:31 pm
- 2. Review and Approval of Agenda:** Motion to approve (Collin Thormoto)/seconded (John Kelly)/discussion (none)/approved
- 3. Review and Approval of Minutes (January 22, 2025):** Motion to approve (John Kelly)/seconded (Jeff Judd)/discussion (none)/approved
- 4. Public Comments (3 minutes):** *This time is reserved for members of the public to address the Academic Senate. Please limit comments to 3 minutes. In accordance with the Brown Act, the Academic Senate cannot act on these items.*  
  
Craig Kutil: The public comments language on the agenda is worded incorrectly. We should refer to the Board of Trustee meeting template. It should be specified that this space for public comments is for comments not related to agenda items.
- 5. Consent Items:** Motion to approve (Collin Thormoto)/seconded (John Kelly)/discussion (none)/approved
  - 5.1 Dean of Business, Social Science, and Learning Resources (BSSL) Hiring Committee: Jin Tsubota and Irena Keller
  - 5.2 Computer Science Faculty Hiring Committee: Ashley McHale, Carlos Moreno, and Jeffrey Weichert
  - 5.3 Curriculum approvals: 2.3.25 (attached)
- 6. Action Items:** None
- 7. Reports (5 minutes each)**
  - 7.1 Curriculum Committee (Craig Kutil): The first six CCNs are out and under review by Cal-GETC. The next wave of CCNs will be out by the end of March and will affect approximately 20 classes. Some programs will need updating. Phase 3 of CCN will include STEM classes (minus physics, for now). Alaina Osuka, Curriculum & SLO Specialist was introduced.
  - 7.2 LPC Student Government (Sophia Sucato): None

7.3 Distance Education (Kathleen King): We are now in phase 2 of the CVC project, which means we are becoming a teaching college in addition to being a home college. Stakeholders from the district and both colleges met, including representatives from Counseling, IT, and Student Services. The group is also working on backend implementation to have an internal process for financial aid, payment processing, prerequisites, etc. Kat reminded the group of the basics of the CVC program, which allows for seamless enrollment across California community colleges through online classes.

The POOCR program is in a stagnant position due to lack of interest in aligning classes with the CVC rubric. This is likely because there is no available funding for supporting this work. They are trying to find alternate funding to hopefully get more interest, similar to payment or stipends offered for HyFlex training and implementation.

A pilot for a new workshop calendar is underway; this is the same calendar that is used for advertising student events. Provide user feedback to Kat. Kat plans to use survey results from the State Chancellor's DE survey and determine future workshops based on requests from faculty and students.

Kat reminded the group of the deadline for ensuring all online material is accessible (April 2026). We have resources available to find and remediate issues, like PopeTech. Sign up for future workshops to learn additional techniques and resources.

Upcoming AI workshops will be added to the calendar. Consider other webinar, conferences, and resources, like those offered through CVC@one.

The DE committee approved the addition of a new Canvas role – student imbedded tutor. They are working with Jin and the Tutoring Center to determine new procedures and qualification since students must be trained in FERPA regulations, adhere to hours and other rules, etc. Question if any faculty may request for a student-imbedded tutor in an online class? This is still under discussion. The student must be an officially hired student assistant. The permissions will also have to be set in a specific way to allow the tutor to access students but not access confidential information, like grade books. Additionally, we need to ensure there is enough funding to pay the student and determine how to ensure the student will be available at specific dates and times to align with class schedule. This will likely begin as a small pilot program with select classes. Follow up question regarding who to contact if one wishes to have their class be part of this pilot? Speak with Jin from the Tutoring Center.

7.4 CEMC/DEMC (Ashley McHale): The original full-time equivalent student target for LPC was 6,650 for the next academic year but the chancellor announced in DEMC that it will be raised to 7,000 with an additional 13 FTEF. The reasoning is based on 2023-2024 data and 2024-2025 P1 data (includes summer and fall data, plus spring projections). The deans are currently working with discipline leads to identify potential adds before getting approval from CEMC. The caveat is that if the actual numbers are not on pace by the end of September, the FTEFs will be readjusted. Question if these adds are for fall? They are for summer and fall.

7.5 Faculty Hiring Prioritization (Heike Gecox): This committee has not yet met this semester but we are still on target to hire the three approved positions.

7.6 District Technology (Jeff Judd): None

7.7 Guided Pathways (Nadiyah Taylor & Jill Carbone): None

7.8 A.I. Honesty (Catherine Suarez): Catherine will be attending an AI conference in San Diego, which will be funded by Academic Senate. She hopes to bring back ideas to share with the senate and post on the AI resources webpage.

Catherine plans to meet with Katie Eagan to integrate academic honesty notes into the current policy/definitions.

Question if Catherine has heard about CSUs becoming an AI college system, which will allow them to offer free AI tools to faculty and students, regardless of a faculty member's personal preference? Catherine is aware and is concerned about what this means for our future. She hopes the upcoming conference will discuss this. She hopes to get more information during the upcoming conference. Catherine shared a story about a recent experience with a student using AI in an unethical way for an assignment. The student was unaware that using AI-generated information resulting from an internet search is a form of academic dishonesty, which was a reminder to Catherine that not all students have advanced knowledge of AI and may not understand that AI-generated information cannot be considered original work. We have a diverse group of students and may need to include introductory AI information and policies at the beginning of each semester. Question regarding how far we are from launching an official AI policy? A first draft will likely launch for feedback before the end of this semester. Question to the group from Kat if others were aware that the state chancellor's office has expressed interest in AI and that six LPC instructors and five Chabot instructors are participating in pilot program using Nectir AI? Many in the group were not aware. Catherine recently attended a Nectir AI session and it seems like a potentially useful tool for some faculty/classes. It could potentially help with services not related to academic instruction, like financial aid.

7.9 Treasurer (Catherine Suarez): Three scholarships will be funded.

7.10 President (Ashley McHale): Ashley will work with VP Ho to determine a public display where all constituent agendas may be posted.

In preparation for the upcoming compressed calendar, the district is discussing transitioning from current block schedule to a new block schedule. Suggested class schedules indicate some classes ending as late as 10:50 pm so a new block schedule could allow the class times to be adjusted. Nan Ho shared with the group that tools will be presented to faculty and classified professionals during flex day that will allow us to examine how schedules will change with a compressed calendar. She also reminded the group that the proposed first drafts presented during AACC conversations were just suggestions. Question: previous AACC discussions indicated minimal Saturday classes but there has been discussion regarding adding services for students and faculty for Saturday classes. How many Saturday class offerings will be needed for the compressed calendar? Ashley will investigate and report back.

Ashley reminded the group that the Spring 2025 flex day will be similar to a working day for compressed calendar preparation.

### 7.11 Divisions

- BSSL (Robin Roy, Collin Thormoto): None
- A&H (John Kelly, Catherine Suarez): None
- STEM (Anita Bhatia, David Montelongo, Jennifer Siders): None
- PATH: None
- Student Services (Ryan Eckles, Julie Nguyen): None
- Part Time Representatives (Valerie Connors, Jeff Judd): None

Motion to move item 8 (wellness break) after Old Business (John Kelly)/seconded (Julie Nguyen)/discussion (none)/approved

## 8. Old Business

8.1 Bylaws and Constitution: Constitution and bylaws updates were presented. Most content from the constitution has been moved to the bylaws. The part-time faculty in attendance appreciated the proposed one-to-one voting change. Collin requested that all proposed changes be presented at the next division meeting to get feedback.

8.2 Sanctuary Campus Statement: Classified Senate and Student Government have joined in on this statement. All three entities will meet and make collective edits. UndocuAlly also provided edits. The hope is to have an updated document ready for the April board meeting. Chabot is also working on an edit.

The statement refers to AB 1645 and there are concerns that we may not have an identified liaison. We should have received allocated funding for this; there are thoughts that these monies may be accumulating. Catherine mentioned that she was under the impression this is because the college still needed to rework the responsibilities of this individual but Ashley pointed out that it has been at least one year since that discussion was initiated. Question if the college is liable for not having a specified liaison? Ashley will check the bill and get more information.

## 9. Wellness Break (5 minutes)

## 10. New Business

10.1 AB 1705 Resolution: Michael Peterson shared the purpose of this resolution, which aims to allow students to take pre-transfer level classes. AB 1705, which was created after it was determined that AB 705 was not moving at a satisfactory pace, was enacted after advocacy groups pushed for its implementation. These advocacy groups may not have had students' best interests in mind, as it can be a disadvantage for students who are not yet prepared to be successful in higher-level classes. FACC is asking for all community colleges and their constituents to endorse this resolution. Bring this resolution to the next division meeting for feedback. Question if special funding will need to be generated in order to bring back these stand-alone foundational courses? No, this should not require additional money since funding was provided to implement AB 1705 changes.

10.2 New FTES Calculation starting Fall 2026: There is a new FTES attendance calculation method that must begin no later than Fall 2026. Currently, FTES is calculated through a complicated formula and the number of class session per week affects the overall count. With the new accounting method, the number of students attending lecture and lab units will be considered. 18 hours per unit is accounted for lecture

classes and 54 hours per unit is accounted for labs. The courses on the list (see attachment) have an additional hour per week that is not involved in the unit calculation. Our district uses the smallest unit load increments of 0.5 so a class that is technically 4.33 units is rounded down to 4 units.

Under this new formula, the class will cost the same but we will earn less revenue unless the curriculum is updated. One solution is to take one lecture unit and split it to half lecture/half lab. Transfer institutions have confirmed that lecture/lab breakdown of non-STEM classes is flexible. Another solution is to use activity units, but this is an unlikely choice since we do not currently have a board policy and would have to go through negotiations to add one. Any change to curriculum would result in classes costing slightly less to the district so faculty pay would be adjusted to approximately 1/8 of a CAH less (e.g., If one unit changes from lecture to lab and class has capacity of 35 students, the difference would be 1.2 FTES). This change in FTES can add up for classes that have many sections offered, like MATH 40 (STAT C1000). A final solution is to change our smallest unit load increment to 0.33 with additional increments of 0.1. The issue with this option is it is unpractical as it passes the cost on to the student and would require board policy change.

#### Questions:

- If a no unit lab currently meets 3 days per week, this would change the hours on one of the days, which is further complicated since our policy is to not schedule anything shorter than a 50-minute session; what are the implications for scheduling? One suggestion would be to spend longer on the lab one day and lecture the other two days. This timing may change once the compressed calendar begins.
- Are administrators considering not scheduling as many classes knowing we will not get more funds to pay for the classes? The class will not cost any more, we will just receive less revenue. It would not be practical to not schedule enough classes given our current enrollment growth.
- Will we be required to have assessments in labs that count toward the student's overall grade? No, UCs and CSUs typically are more stringent only for STEM classes.
- What has the feedback been from ESL faculty? Craig has spoken with one ESL faculty and advised them to speak with their colleagues and consult their dean. He has not received any feedback from deans or other administrators in regards to cutting sections and thinks it is unlikely.
- Is it accurate to assume none of this will make a huge difference until we are off hold harmless? Yes, but we are doing our best to get off hold harmless as soon as possible. Ashley provided insight that the recent COLA that we did not receive due to hold harmless was slightly helpful because our revenue is now worth more.
- Some classes are undercounted with the old model; will this change balance out these undercounted classes? Even if we make more overall FTES, it likely won't matter because the district still sees that we have unfunded time.

#### **11. Good of the Order/Announcements**

Jeff Judd asked about printing red cards from Immigrant Legal Resource Center. It was noted that several other departments have been providing these cards so we should coordinate before printing more. David Powers suggests referring people to Lilibeth Mata Juarez since she may have a stockpile of these cards.

Ashley McHale let attendees know that the Math Club is participating in a Valentine's Day event on Thursday, 2/13.

**12. Adjournment:** 4:19 pm

**13. Next Regular Meeting:** February 26, 2025

**ZOOM LOGIN: This will be the same for every Academic Senate meeting**

<https://us06web.zoom.us/j/82457062184>

Phone one-tap: US: +16694449171, 82457062184# or +16699006833, 82457062184#

Meeting ID: 824 5706 2184