



ACADEMIC SENATE MINUTES

March 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:** 2:33 pm
- 2. Review and Approval of Agenda:** Motion to approve (Collin Thormoto)/seconded (John Kelly)/discussion (none)/approved
- 3. Review and Approval of Minutes (February 26, 2025):** Motion to approve (Collin Thormoto)/seconded (Julie Nguyen)/discussion (none)/approved with one abstention (Catherine Suarez)
- 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 items not already on the agenda.* None
- 5. Consent Items:** Motion to approve (John Kelly)/seconded (Catherine Suarez)/discussion (none)/approved
 - 5.1 AB 1705 Resolution
 - 5.2 Financial Aid Director Hiring Committee: Kristy Woods
 - 5.3 Internal Review Committee for Alternative Duty Assignments: Ashley McHale
- 6. Action Items:** None
- 7. Reports (5 minutes each)**
 - 7.1 LPC Student Government (Sophia Sucato): None
 - 7.2 Distance Education (Kathleen King)
LPC, Chabot, and district stakeholders have been meeting each Tuesday to work collaboratively on phase II of becoming a CVC teaching college. Kat provided background for why CVC is a beneficial program, as it is helpful for students who rely on online-only courses when their home college does not offer all required classes in that format. Some encountered challenges have necessitated technical back-end work, such as ensuring that only our fully asynchronous classes sync up with CVC, LPC students get first priority before visiting students are eligible to register, and that visiting students are able to access some services, like DSPS and tutoring, but not others, like career and counseling services.

Kat reminded the group to check for upcoming emails regarding

AI updates, due dates, and upcoming workshops.

Distance Education was pleased to find that the last report for Canvas accessibility showed improvement. As a reminder, we must be in compliance with full accessibility by Spring 2026. This was and will continue to be achieved through tutorials during division meetings and one-on-one trainings with Wanda.

Canvas continued to make improvements with New Quizzes and Discussion Checkpoints. We hope to have these implemented by summer or fall. Training will be offered as we get closer to implementation.

7.3 CEMC/DEMC (Ashley McHale): None

7.4 District Technology (Jeff Judd): None

7.5 Faculty Hiring Prioritization (Heike Gecox)

The committee will meet at the end of the month to go over charge and shared governance standards.

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

7.7 A.I. Honesty (Catherine Suarez)

Catherine shared an updated AI policy draft; she and Katie Eagan will meet again for a final review. There has been discussion regarding if LPC should have their own policy or join forces with Chabot and District and have a district-wide policy. This should be discussed at upcoming division meetings to gather a consensus.

Catherine noted the importance of including class-specific AI policies on syllabi since individual faculty members may have stricter policies than the LPC or district-wide policy.

7.8 Treasurer (Catherine Suarez)

Funds in Foundation and bank accounts have not drastically changed. There are sufficient funds for all scholarships and the Classified Professional appreciation event.

Catherine recently attended the 2025 Academic Academy Program conference, which focused on AI. Catherine shared some of the conference activities and discussions. She was surprised that Chabot College sent six faculty member representatives whereas LPC had only Catherine. Question how the six Chabot faculty members were funded? Catherine is unsure. She was funded by the state Academic Senate.

Catherine noted that LPC's website has three separate pages dedicated to AI: Academic Senate's, Kat King's, and an older page originally created by Michelle Gonzales and Katie Eagan. All three sources should ideally be combined to one resource page.

Motion to move agenda item 9.1 to after item 7.8 (Robin Roy)/seconded (Julie Nguyen)/approved.

9. Old Business

9.1 Honors Program Committee Task Force (Irena Keller)

Honors programs ideally have a team dividing the work to run effectively. Irena proposes establishing an official committee, although she is unsure if it should be a committee under Academic Senate or operate as a stand-alone committee. Irena and Heike noted how many students come to Las Positas College over other community colleges specifically for this program. Question: how can we help facilitate the creation of this committee? Irena is welcome to suggestions and guidance. Melissa Korber advised that Irena look for the logical nexus for where and whom it should report to. She suggests reviewing models from the State. Subcommittees of the Academic Senate are held to more requirements than advisory boards but reporting out to the Senate gets the word out to more people. Irena shared that she spoke with colleagues at a recent Honors Program conference and the general consensus was to operate as stand-alone.

Questions:

- Would this include a committee journal? Yes, Irena is hoping there would be publication.
- Shouldn't the membership include six faculty members (currently lists four)? The two additional faculty are included within 1 Library representative and 1 Student Services Representative.
- Are there honors projects in each division? Yes.
- Do many high school students participate in the program? Yes, through Middle College. There are not many through Concurrent Enrollment.

Heike and Ashley will research to determine how to create an advisory committee.

7.9 President (Ashley McHale)

Ashley and VP Ho are still brainstorming on a centralized location for the posting of the Academic Senate agenda (along with other Brown Act organizations).

Ashley shared AP and BP updates, most of which do not have substantial changes.

At Chancellor's Council, a winter intersession implementation document was provided and Ashley was given permission to share it with the Senate. It will also be used as a resource during flex day. Heike added that we will have a block schedule by next week in time for flex day.

Questions:

- Don't we already have a block schedule? We do but it must be adjusted due to the compressed calendar.
- When will winter intersession begin? Winter intersession begins at the end of Fall 2025. The compressed calendar will begin Fall 2026.
- Have there been compressed calendar drafts shared? Not that Ashley is aware of. Heike advised that the block schedule must be confirmed before draft calendars can be shared. The calendar committee will meet soon to negotiate the schedule and future winter intersessions.

Ashley directed the group to the Communications tab on the district website, where updates are posted, notably regarding the recent Department of Education communication. Our festivals, celebrations, and activities appear to be in compliance with the most recent requirements.

7.10 Divisions

- BSSL (Robin Roy, Collin Thormoto)
Collin received confirmation from district IT that PT faculty who have taught within the last year can be tracked for voting purposes if the proposed voting change in the Bylaws is approved. The BSSL division seemed to be either in favor of or had no reaction to the proposed voting change; many were surprised that PT faculty votes were not currently equal to FT faculty votes.
- A&H (John Kelly, Catherine Suarez): None
- STEM (Anita Bhatia, David Montelongo, Jennifer Siders): None
- PATH: None
- Student Services (Ryan Eckles, Julie Nguyen)
Reminder that degree and certificate petitions are due April 1st. The petitions request counselor signature but it is not required. Students may also leave their petitions at the Counseling Office for a counselor to review and submit on the student's behalf.
- Part Time Representatives (Valerie Connors, Jeff Judd): None

10. Wellness Break (5 minutes): Skipped**11. New Business****10.1 Compressed Calendar/Flex Day**

Visual aids will be provided during flex day to guide conversations. LPC's current block schedule will no longer work once we are in a compressed calendar; a new block schedule is being created. The current schedule differs from Chabot but Chabot have expressed interest in aligning with ours. The working compressed calendar block schedule shows some classes ending as late as nearly 11 pm but it has been decided that 9:50 pm is likely the latest we will enact.

Questions:

- Is there is a written policy regarding the length of time mandated for instructors between the end of class on one day and the beginning of class on the next day (e.g., if a class ends at 10 pm on Tuesday, when is the earliest the instructor may teach on Wednesday morning)? Ashley and Heike believe there is a statement of a 12-hour break in the contract; they will look further into this matter to see if it is suggested or mandated.
- Once we are in a compressed calendar, will the winter intersession be extended? It will likely continue to be four weeks but this may change. The Calendar Committee will make this decision. Heike included that the structure of the intersession may change, including types of offered classes (classes needing prerequisites, for example).
- Is the intention to hold only 3-credit classes during intersession? That will generally be the offerings for this first winter intersession; the classes will be fully online general education classes with high fill rates. Ashley reminded the group that winter intersession is being enacted to gain enough revenue to expedite getting off hold harmless. If the legislation passes for hold harmless being based on one year of data rather than on a rolling three-year average, we will likely get off hold harmless immediately.

- Who decides if this legislation passes? Likely the governor.

12. Good of the Order/Announcements

Catherine: She and Katie Eagan learned about a program called Maximo Nivel, which is an exchange program in Peru, Guatemala, and Costa Rica where students can complete international internships, community service, or study travel experience. Contact Katie if you need more information. Catherine hopes to take a group next January. It's important to note is that the internships will be unpaid but the chance to learn a new language and culture may make the experience worthwhile. Question if the interns would have room and board covered? Unsure; Catherine will need to get more information.

Ashley: Classified Appreciation is coming up (possible dates include April 16, 18, 21, or 30). Please ask for gift card/monetary donations and volunteers at division meetings. M&O are usually unable to attend the event but will be provided with gift cards

Volunteers are needed for Academic Senate scholarship readers. David, Catherine, Ryan, and Julie volunteered.

13. Adjournment: 3:47 pm

14. Next Regular Meeting: March 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