



ACADEMIC SENATE MINUTES

September 25, 2024 | 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: 8

Non-Voting Members:

President: Ashley Young
Student Government: vacant
Faculty Association: Heike Gecox

Voting Members:

President-Elect: Ashley McHale
Secretary: Collin Thormoto
Treasurer: Catherine Suarez
BSSL: Robin Roy, Collin Thormoto
A&H: John Kelly, Catherine Suarez
STEM: David Montelongo, Jennifer Siders
PATH:
Student Services: Ryan Eckles, Julie Nguyen
Part Time Representatives: Valerie Connors, Jeff Judd

- 1. Call to Order:** meeting called to order and quorum established at 2:30 pm. No senators in Zoom attendance.
- 2. Review and Approval of Agenda:** motion to approve (Ashley McHale)/seconded (Colin Thormoto)/discussion (none)/approved
- 3. Review and Approval of Minutes (August 28, 2024):**
Requested that Item 3 be changed from Vice President-Elect to President-Elect and Item 7.8 be changed from Nadiyah Woods to Nadiyah Taylor.

Motion to approve with above amendment: (Ashley McHale)/seconded (Jennifer Siders)/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.* None
- 5. Consent Items:** motion to approve 5.1-5.2 (Ashley McHale)/seconded (Colin Thormoto)/approved

5.1 Curriculum and Student Learning Outcomes Specialist hiring Committee: Craig Kutil

5.2 Curriculum approvals: 9.16.24 (attached)
- 6. Action Items:** None
- 7. Reports**
7.1 CTE (Melissa Korber): The committee met yesterday and further discussed the 2023 CTE employment outcomes survey. Encouraged others to view data from most recent minutes.

Melissa will meet next week with Craig Kutil regarding Credit for Prior Learning (CPL). New courses with CPL will be going through the Curriculum Committee soon. Recently submitted a few CPL-related catalog updates. Anyone interested in participating in the meta-process to add CPL to class curriculum should contact Melissa for assistance.

7.2 SLO (John Rosen): None

7.3 Program Review (Karin Spirn): Program reviews are due November 4, 2024. This is a full program review year. A campus-wide reminder will be sent out soon. Working with SLO committee to make sure program review needs are met. This year's focus will be on comprehension of equity-related disaggregated data. Lack of training when viewing disaggregated data can lead to confusion, which makes addressing concerns and implementing changes challenging. Working with Puente program to discuss data and disaggregation through an equity-based lens. A flex day session has been proposed to begin this training.

7.4 CEMC/DEMC (David Powers/Ashley Young): CEMC does not have allocation information yet but it will come soon. There were small edits and updates made to the discipline plan template.

DEMC is discussing the process for splitting up future allocation. There are classes we would like to offer at LPC but we do not have enough allocation. There are further concerns that even if allocated more units/FTEF from DEMC, we would not be provided additional funding. Ideally, there should be a stronger connection between DEMC and PBC to coordinate these efforts. There may be more information to uncover based on SCFF metrics, especially in regards to student success.

Question regarding Budget Allocation Model (BAM) in relation to success rate data? It is difficult to determine allocation based on these statistics since students are shared between both colleges; allocation is not a perfect 50/50 split. DEMC is currently focused on FTES and productivity to determine allocation but we need to ensure PBC's rolling data is accurate and updated annually in order to better determine the division of the funds. The supplemental allocation is easier to gauge (e.g. Promise/Pell grants).

7.5 Faculty Hiring Prioritization (Heike Gecox): The committee met yesterday and went over interpretation of data from request forms (15 were submitted). The committee will meet again soon to go over positions and rank them. Heike plans to provide more detail at a future senate meeting.

7.6 District Technology (Jeff Judd): Both the LPC Technology Committee and District Technology Committee are reviewing current processes and considering goals for the next year. There has been discussion regarding LPC becoming a teaching college.

The district is running up against limited remaining storage space for Zoom and Studio. Additionally, Studio is moving from a free platform to a paid service. MyPortal is still a work in progress with plans to fully launch beginning Summer/Fall 2025. DegreeWorks, Recruit, and CRM Advise are moving forward. The district committee completed a survey with results showing that many are unsure of the committee's responsibilities. There are thoughts of creating a newsletter to be distributed to senates to increase transparency. All three bodies (LPC, CC, District) have independent discussions regarding AI and it would be ideal for all to work cohesively.

Question regarding movement toward changing our email domain name from laspositascollege.edu to LPC.edu? The technology committees have not discussed this in recent history.

Question regarding if conversations have been had at a district-level regarding migrating students and faculty/staff to the same email system (Microsoft vs. Google)? This has also not been discussed recently. The district seems committed to Microsoft so if this happens, it would be more likely that students would migrate.

7.7 Guided Pathways (Nadiyah Taylor & Jill Carbone): no report

7.8 Professional Development (David Powers):

- Jennifer Farber has taken on the support role of this committee. Fall 2024 flex day is coming along well with approximately 45 submitted session proposals. Pending approval of the committee, we hope to see as many of these come to fruition as possible. The committee plans to use Fresh and Natural as the caterer. The committee is preparing for Spring 2025 flex day. A keynote has not yet been secured but suggestions have been received. Please contact David if you have additional suggestions.
- The packet for conference request funding has been updated in both wording and policy. Notably, the already-existing policy regarding no meal or lodging reimbursement for conferences located fewer than 45 miles away will be enforced.
 - Question if mileage is from LPC or the attendee's home? The policy wording states that the closest distance shall be used but Administrative Services will likely prefer LPC be used as the starting point for convenience and consistency.
 - Question about mileage reimbursement? Mileage will continue to be reimbursed at the current policy and rate.
- Variable flex forms are due to Jennifer by November 15th.
- Dr. Jeanne Wilson is providing funds toward qualifying conferences – these conferences must have an equity aspect.
- Concerned that there is no PATH representation on the Professional Development Committee.

7.9 A.I. Honesty (Catherine Suarez):

- Just learned of a new application, Wizard, that may be stronger than the typical AI app. Students will be able to purchase the app on Google Marketplace, implement on Canvas by themselves, and use to take tests. The technology may be capable of finding matching programming and locating the reverse information in order to provide very accurate answers. The TLC staff is doing more research on this upcoming tool.
 - Question if legal action can be taken against this application since it sounds like its primary function is to cheat, as opposed to other applications like ChatGPT which have other uses? This can take a very long time. Wizard was just now released so we are at the very beginning of the process and need to get more information before discussions can begin. Students may use the app in the meantime.
- Recently attended an AI conference at De Anza College and received helpful information, much of which can be dispersed to relevant people/departments on campus. There was concern regarding certain keynote speakers and workshops that were promoting alternative teaching methods that may eliminate certain instructor-led lessons (example: virtual, AI-generated technology to be used in place of a wet lab); the concern is that, by bypassing in-person techniques and experiences, students may not gain appropriate knowledge application. Another AI program, designed for pre-med and nursing students to practice diagnostic and soft skills, seemed to have flaws - notably not being able to function properly when Spanish language is used.
- Sent out information regarding a recent AI study conducted by Common Sense Media; students ranging from 15-18 years of age were surveyed about how they and their parents view AI. LPC has students in this age range so it is enlightening to see how our students may interact at home in regards to AI. The study also discusses bias in academic honesty and AI (e.g. some ethnic groups are flagged as cheating at a higher rate than others). AI is important to address because it is happening regardless of any negating efforts. It is unhelpful to ignore changing technology; some teachers/professors skipped

over addressing the increase of social media and smart phones and are now struggling to monitor usage in academic settings.

- Plans to offer a workshop/flex session for faculty to create personal statements regarding academic honesty and AI usage in their syllabi.

7.10 Treasurer (Catherine Suarez): no report

7.11 President (Ashley Young): Noted the importance of working toward shared goals with Chabot. We are all tackling SCFF and enrollment together and need to campaign for the extension of hold harmless together.

Several APs and BPs (see attachments on AS webpage) were discussed at the most recent Chancellor's Council meeting, most of which had only slight changes made. Ashley would like to report division feedback the next Council meeting so encourage colleagues to review and make suggestions.

Question regarding multiple enrollments as mentioned in AP 5075: can this be modified for courses that have different sections so students can enroll in the same course multiple times (example: theater class that has four sections for levels A-D)? These classes should be individually offered and cross-listed similar to music courses – beginner, intermediate, advanced, etc. Each one needs to be a different course number rather than simply a separate section/CRN.

7.12 Divisions

- BSSL (Robin Roy, Collin Thormoto): The BSSL division had concerns regarding listing specific links to OERs on Follett's website post-transition. There is limited space in CLASS-Web's columns to include this information and textbook information directly links to Follett. It was decided that we could ask Follett to accommodate this but it is unlikely since it would involve more work and have no financial benefit to them.
- A&H (John Kelly, Catherine Suarez): Reported that faculty don't feel they have the time and energy to engage in social and networking activities with colleagues on campus. There are concerns that this is happening despite the college's new wellness focus. Catherine pointed out that multiple submissions received by the Faculty Prioritization Committee were from the English department alone.
- STEM (David Montelongo, Jennifer Siders): no report
- PATH: no report
- Student Services (Ryan Eckles, Julie Nguyen): no report
- Part Time Representatives (Valerie Connors, Jeff Judd): Concerns raised regarding part time faculty being provided with temporary nametags, even if they have been members of the LPC community for many years.

8. Old Business

8.1 AP 4027 & BP 4027 Final Changes (Katie Eagan): Expressed gratitude for Dr. Nan Ho's leadership on this project, which began nearly two years ago. The changes were mostly language and formatting updates and remain very similar to previous versions. The policy details were moved from BP to AP, since BPs are difficult to amend. New language was included regarding financial funding for credit vs. fee-based travel studies and for classroom-type instruction.

Question if it is acceptable to include progress check ins every few days on a study abroad trip in addition to projects? This does not need to be clarified in the policy since checks ins go above and beyond.

Question if a contractor may be bypassed if unavailable or unnecessary and the travel has been board-approved? The plan was for the policy to allow this. The language regarding the definition of "contractor" is vague and may need to be edited. Contractor could refer to an airline, hotel, or even the organizing faculty member rather than a traditional travel or touring agency. It was noted that the organizing faculty member ideally should not be considered the contractor for liability purposes.

Further discussion regarding the contractor language, especially in relation to liability insurance. It was decided that concerns will be brought up to relevant parties at the district-level. The first readings of these policies concluded but changes can be suggested before the second reading goes to Chancellor's Council next month.

Question if a non-US citizen must secure their own visa and make payment for all involved fees and if this can be specified in the policy? This topic may be addressed in the insurance policy details.

9. New Business

9.1 New Certificate for ESL (Leslie Payne): Current LPC ESL students are struggling to meet college expectations and potential student who may have limited English language proficiency are having difficulty navigating the website, accessing resources, etc. This results in the loss of students. The four proposed labs/workshops will directly address these needs by offering relevant information needed for the ESL student body to be successful. Topics will include American classroom culture, tools for success, identifying learning styles, available programs and services, health and wellness, job seeking skills, and much more.

Questions:

- Are these labs non-credit? All four classes will be non-credit. Upon completion of all four, students are eligible for a certificate.
- The presentation refers to MACC; what is that? MACC is an outside consortium that provides special funding.
- Regarding the reference to units on the sixth slide – is it units or hours? It is hours; this will be clarified in future wording.
- Does English proficiency dictate who may participate? All proficiency levels will be accommodated.

10. Good of the Order/Announcements

Reminder that math club will meet September 26th at 4:30 pm in 21103. Voting theory and its relation to math will be discussed.

11. Adjournment: 4:05 pm

12. Next Regular Meeting: October 9, 2024

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

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

Phone one-tap

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

Join by Telephone

For higher quality, dial a number based on your current location.

Dial:

US: +1 669 444 9171 or +1 669 900 6833 or +1 253 205 0468 or +1 253 215 8782 or +1 346

248 7799 or +1 719 359 4580 or +1 689 278 1000 or +1 929 205 6099 or +1 301 715 8592 or

+1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or +1 386 347

5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 931 3860

Meeting ID: 824 5706 2184