



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

- ❖ Affirm LPC's unwavering commitment to equity by deepening campus-wide engagement, enhancing professional development, embedding equity-minded practices in decision-making, assessment, and accountability processes; and building capacity to resolve inequities.
- ❖ Increase student success and completion through sustainable college practices, processes, academic support, removal of barriers, and focused professional development.
- ❖ 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.

Classified Senate 2025-2026

Governing Council:

Aubrie Ross – *President*
Suzanne Kohler – *VP of Communications*
Lilibeth Mata Juarez – *VP of Activities*
Jennifer Tonn – *VP of Fundraising*
Noël Fagerhaugh – *Secretary*
Jennifer Farber – *Treasurer*

Ambassadors:

Andrea Anderson
Sharon Davidson
Amy Rel
Savannah Richardson

Past President:

Jean O'Neil-Oipari

SEIU Representative:

Jason Maxwell – *LPC Site VP*

LPCSG Representative:

TBD

Classified Senate Meeting Minutes

October 2, 2025 | 1:00 pm – 2:15 pm | Zoom

Agenda Item

- 1. Call to Order:** 1:00 pm
- 2. Review and Approval of Agenda** Motion to approve by Lilibeth Mata Juarez, seconded by Andrea Anderson/approved
- 3. Review and Approval of September 4th Minutes** Motion to approve by Suzanne Kohler, seconded by Jennifer Farber/approved
- 4. Winter Intersession Update Presentation – Dr. Nan Ho & Chip Woerner**
Intersession will be held December 20th – January 17th with 36 class sections. Plans were made by considering questions from each constituent - from a student perspective (when and how will they get syllabi, basic needs, loaned laptops, DSPS accommodations, communications, etc.), faculty perspective (how will they convert their curriculum to a shorter time frame), and classified perspective (how will services be provided before, during, and after intersession). Campus will be closed but some services will still need to be offered. Tutoring was identified, but NetTutor will be offered since it is available 24/7. Students and faculty will need to be aware of this service. Canvas will need to function properly the entire time.

Communication began in May 2025 with a student survey. 63% reported interest in winter intersession. Responses from survey indicated winter intersession was the preferred term. Marketing is still working on broader advertising – will do dedicated promotion of winter intersession, but future advertising will be winter/spring together.

Questions:

- Are there thoughts about communicating ID verification needs for new students? A message about needing to come in to verify ID can be part of targeted emails and social media posts. VP Ho pointed out that new fraud software will mitigate waitlists full of fraudulent students. We are still unsure if the main audience of intersession will be continuing or new students, although they anticipate a large number of interested current students, like student athletes who need to maintain eligibility.
- Will there be a way to stop students from over-enrolling? We can't prevent this. They are considering tracking students who have enrolled in more than one class and communicating with them. LPCSG supports communication to students to break down what is involved with 3 units of class in a four-week span.

- What will happen if there are outages or if IT needs to make updates? District CTO Bruce Griffin is aware of these potential issues and is communicating with his team.
- Will someone will be on standby from HR or other district services? We have workdays for most of the intersession period. A lot of work will be done before the intersession begins as well. Once it begins, we have key people identified to be on call during the closed days between Dec 24th – Jan 1st.
- Who has been involved in the winter intersession discussions? Discussions have been had in College Council, Academic Senate, LPCSG, with deans, and more. Chabot and LPC have compared offerings to ensure we aren't competing with one another.
- Will those who have been identified as being on call be provided with a list of contacts who are also on call? They are looking at what kind of emails each office/division will receive and how to direct the sender of the email. There will be a lot of communication from deans and via Canvas. It was clarified that marketing will develop overall consistent language but details and division/office-specific will need to be decided by deans.
- When will the class schedule with winter intersession offerings be available? It will go live at the end of October. Registration for Winter and Spring will be together, like Summer/Fall.

5. Consent Items

5.1 Charcuterie Event - \$150 from Co-Curricular & Petty Cash

Motion to approve by Jennifer Tonn, seconded by Jennifer Farber/approved

5.2 2025-2026 Student Scholarship – one \$300 scholarship from Awards and Programs

Motion to approve by Suzanne Kohler, seconded by Jennifer Tonn/approved

5.3 2026 Outstanding Classified Professional of the Year Award - \$300 from Awards and Programs

Motion to approve by Jean O'Neil-Opipari, seconded by David Rodriguez/approved

6. Old Business

6.1 Items of Concern for Classified President/President Meetings: Bring concerns to Aubrie and she will include them in future discussions.

6.2 LPC Games: The classified professional team members were announced.

7. New Business

7.1 Divestment Resolution: Suzanne gave a briefing of the background of this resolution. There were concerns for taking action when we are not the affected body (resolution refers to financial investments that affect retirees from pre-2013). Suzanne plans to get more information regarding if the retirees wish to have our support and more reasons why Chabot's Classified Senate approved this resolution.

7.2 Behind-the-Scenes Star Department: Anticipate a poll to identify which department should be selected.

7.3 AI Professional Development: Aubrie shared information regarding the district's decision to provide hands-on AI professional development to constituents. We still need to consider dates and cohorts. Suzanne shared information from Kat King regarding ongoing [AI professional development workshops](#) identified by the Professional Development Committee and the Teaching and Learning Center.

8. Informational Items**8.1 New Classified Hires/Promotions/Reclassifications/Transfers**

- Rochelle Duran – Security Officer

9. Updates**9.1 Committee Reports – All**

David on behalf of RAC: David showed the proposed new classified position request form (changes are mostly language clean up). The submission deadline is November 5th to Administrative Services. The new form will replace the existing form on the website once it has been accepted by the committee.

Discussion regarding potential conflicts of interest by requiring an administrator to sign off on requests, since administrators and classified professionals may have different goals and expectations. David encouraged voting RAC classified professional representatives and the classified professional body at large to consider how we can further improve and ensure an equitable process.

9.2 Student Government – TBD: None**9.3 President's Report – Aubrie**

Aubrie relayed a message of appreciation from Chancellor Gerhard, who wishes to thank classified professionals for being part of creating a successful college and district despite our funding challenges. He hopes to further address understaffing and other classified professional concerns once we are off hold harmless.

9.4 Caring Campus – Jean:

Caring Campus will host a flex day session from 2 pm-2:50 pm with hopes to brainstorm how to foster a sense of belonging for all students. Jean has been speaking with Rosa from the Cultural Community Center about joining forces and supporting the Center's efforts and mission. Caring Campus may hold a weekly office hour at the Cultural Community Center. Jean plans to connect with the new Student Program Resource Manager, Paul Simpson. We will continue to have Basic Needs carts around campus for now but we need to know when more comprehensive services will become available to students. Sherita shared that there may be a soft opening of the mini market the week of October 20th.

9.5 Fundraising – Jennifer T.: None**9.6 Activities – Lilibeth: None****9.7 Treasurer's Report – Jennifer F.: None****9.8 SEIU – Jason**

Aubrie shared a report on behalf of Jason. SEIU has received counter proposals and layoff language from the district, which was expected.

9.9 Board of Trustees Meeting – Suzanne

The board adopted a resolution to recognize September 15th – October 15th as National Hispanic Heritage Month.

9.10 College and District Updates – Aubrie: None

10. Announcements/Good of the Order: None

11. Adjournment: 2:25 pm

Next Meeting: November 6, 2025

Classified Senate Meetings 2025-2026

- November 6, 2025
- December 4, 2025
- January 8, 2026
- February 5, 2026
- March 5, 2026
- April 2, 2026
- May 7, 2026

Classified Senate Goals & Priorities 2025-2026

- Support classified peers during the transition to a new compressed calendar and winter intersession
- Foster relationships to build classified professionals' network of support by:
 - Prioritizing and celebrating behind-the-scenes star departments, offices, and individuals
 - Identifying needs and providing resources and support to single-staffed departments
 - Encouraging peer mentorship and round table conversations with Classified Senate