

**Subject:** Fall 2021 Scheduling--a note to part time faculty

**Date:** Friday, March 26, 2021 at 2:55:54 PM Pacific Daylight Time

**From:** Kristina Whalen on behalf of Kristina Whalen

**To:** LPC-PTFaculty

**CC:** Amy Mattern, Stuart McElderry, Erick Bell, Nan Ho, Emerald Templeton, Vicki Shipman, Chad McMullen

Dear Adjunct Faculty,

As deans and program coordinators are sharing news of our plans for fall 2021, I am reaching out to offer additional support, information, and perspective. You may be hearing about budget issues, enrollment declines, complicated scheduling options, and plans to more fully reopen the campus to face-to-face instruction. I'd like to clarify a few important points about our fall plans and teaching assignments. More importantly, Academic Services is here to assist in the navigation of campus and District information.

**We plan to gradually and safely return to campus.** The majority of courses being offered in the fall will continue virtually but we are adding face-to-face/hybrid full term classes in the disciplines of ESL, kinesiology, photography, music, and theater arts. These classes join instruction already occurring on campus in the sciences, computer sciences, engineering, horticulture/viticulture, automotive technology, welding and public safety—all instruction related to critical infrastructure.

**We are encouraging and marketing flexible options.** Face-to-face 8-week fast track 2 lecture courses are a key component of the fall schedule. Since these courses start in October, we anticipate students and faculty will feel more comfortable returning to campus. While investigating a 15% enrollment decline, many students are holding off registration until we begin to offer in-person instruction in key general education areas. These sections, offered as eight-week, late start courses allow us time to feel certain about the downward trajectory of COVID-19 infections while we celebrate the increasing percentage of the people being vaccinated. Please note that all safety protocols—ventilation, masks, social distancing, and hygiene—will remain in effect throughout fall term. While we will not require vaccinations, we are confident that our instructional environments will be safe.

**Student and program need is guiding scheduling options and teaching offers.** As is noted in the contract, assignments to part-time faculty are based first on program needs. These needs have priority over all other considerations (see article 18.d). As the second draft of the fall schedule returns to divisions today, teaching assignments will be offered over the next several weeks to instructors so as to meet the needs of the program and students. These may include assignments on-campus or in a particular hybrid or distance education modality (synchronous, asynchronous, and combo (some synch/some asynch)—all carefully scheduled to meet need. We are ready to support you as you consider these assignments.

We appreciate all that you do to provide students the options they need during these remarkable times. Feel free to reach out if you need clarification or have questions about the road ahead.

Warmly,

Kristina

Kristina Whalen, Ph.D.  
Vice President of Academic Services  
Las Positas College

3000 Campus Hill Drive,  
Building 1600; Office 1690  
(925) 424.1103