Meeting Minutes

1. **Call to Order** at 5:03 p.m.

2. **Review of Agenda**
   - Reviewed, no additions.

3. **Review of Minutes, 11/16/2023**
   - Reviewed; one revision “Biology and Botany position” not positions.

4. **Industry Updates**
   - **Emerging Trends**
     - Layoffs are predominant, especially in small companies, but things are starting to stabilize.
     - Science communication and communication in general, being able to convey what you are doing to the public is a very important skill.
       - Public speaking, publishing, written material, LinkedIn, having a presence.
     - AI is a big topic right now – in augmentation in getting information faster, but you need to fact check it. Can also use it to generate posters, flyers etc. AI is here to stay so don’t hesitate to use it, encourage your students to use AI so they are with and or ahead of the curve.
     - Diverse skillsets are highly desirable in the field right now; cell culture, protein characterization, cell, and gene therapy/immunology.
     - AI assisted manufacturing, note taking hygiene.
   - **Internship/Employment Opportunities**
     - Encourage students to go on and get their bachelor’s degree.
     - Not having work experience will decrease the chances of being hired; work experience is so important.

5. **Program Report**
   - **Enrollment**
     - Spring 2024 enrollment is 15% from Spring 2023
       - New course in Spring 2024, BIO 2A Bioinformatics. This new course satisfies the requirement for the Computational Biology credential (degree/certificate)
     - So far we have 9 students enrolled; these students are returning students with a degree in Biochemistry, Engineering, Biotech, Biology.
     - Tools used in this course are Python, Primer3, NCB1, FinchTV, T-COFFEE, UCSC Genome Browser, CRISPOR, and Galaxy
     - Summer 2024 enrollment is up 19% from Summer 2023
       - 6 out of 8 sections are full
     - Fall 2024 enrollment is up 47% from Fall 2023
       - 23 of 43 sections are full
   - **Updates on ATE Grant (Bio-Badges)**
     - New Biotech experiences incorporated into majors Biology
     - Students earn Digital BioBadges that can be incorporated into their LinkedIn Profiles.
   - **Update on Biotech Bootcamp**
     - High school students can apply for concurrent enrollment and take it this summer! July 8-11, and July 15-18.
• **Update on STEAM Building & Hiring**  
  • Botanist Position – June board, with August start date  
  • Welcoming Angel Contreras Cardenas in Fall 2024  
  • STEAM Building  
      • Lab design  
      • Schematic building design  
      • Overall design  
      • Test fits  
      • Budget constraints  
      • Building footprint  
      • 7 laboratories ➔ 5 Biology labs (Microbiology and Biotechnology)

6. **Good of the Order**  
   • Low Cost/No Cost Courses (and Pathway)  
     • Las Positas has a few courses that have zero textbook cost meaning that students don’t have to pay for textbooks but they may have to pay a small supply fee; That said, there are already several Biology courses, particularly in the Allied Health pathway, that are already moving toward having zero textbook cost and so there was a discussion brought to us about possibly having the entire pathway be a zero-textbook cost pathway. If we're able to have at least one section and then hopefully, a couple more and build it out for each of the major Biology courses then it could turn into a whole sequence and essentially the entire Allied Health pathway could be a zero textbook cost pathway for students. We are looking into this and will share more at our next meeting.

   • Biology Major Sequence  
     • Historically, a lot of colleges and universities had a three-semester sequence for Biology majors, however, more and more have been shifted to a single year, or a two semester or 3 quarter sequence. Recently there have been some state changes around course descriptors which has brought to light the discrepancy between the year sequence and our three-semester sequence, so we are now in discussions about moving to a two year sequence and looking at the pros and cons of what that would look like. We want our students to progress through their pathway in a timely manner, but we also want our students to gain the skills pertinent to their success in the field.

   • Biotech Bootcamp  
     • Nick Heredia offered to contribute to the Biotech Bootcamp again this summer and offered to give a talk on next genetics sequencing for the new Bioinformatics course.

   • Microsoft Excel/Word Experience  
     • Segal shared that students in her classes have reported never using Microsoft Excel/Word in their education prior to taking her classes; Segal asked the advisory board members if in the business realm people have switched over to using Google Sheets/Docs or if people still use Microsoft products.  
     • It was encouraged that since not all companies use Google (for privacy reasons), Las Positas should teach their students how to use Microsoft products in addition to Google products.

7. **Adjournment** at 6:07 p.m.

8. **Next Regular Meeting**: Thursday, November 7, 2024, 5:00 – 6:30 pm Hybrid