



ACADEMIC SENATE MINUTES

May 14, 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:** 2:30 pm
- 2. Review and Approval of Agenda:** Motion to approve (John Kelly)/seconded (Catherine Suarez)/discussion (none)/approved
- 3. Review and Approval of Minutes (April 23, 2025):** Motion to approve (Collin Thormoto)/seconded (Catherine Suarez)/discussion (include Katie Eagan's edits to Global Engagement Task Force report per her 5/12/25 email)/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 items not already on the agenda.*

Craig Kutil: Two ethnic studies courses were denied for GE area by the CSU system with the reasoning that they are not considered college-level. Craig will meet with the head reviewer to review the course outlines for clarification.

- 5. Consent Items:** Motion to approve (John Kelly)/seconded (Collin Thormoto)

Discussion: Craig advised that the curriculum changes include two noncredit courses with an effective term of Fall 2025. They are stand-alone classes for high-schoolers and the approval process was expedited by request from the President's Office. Craig also clarified changes in charge, which remove the academic dean and add the articulation officer and librarian as voting members (librarian previously eligible as division representative) unless serving as chair, in which case they have a tie-breaker vote. "Student Government" replaces "Student Senate" per student request. Specified number for quorum removed since it is a small committee. "Advisory vote" replaces "non-voting."/approved

- 5.1 HSI Director Hiring Committee: Frances Hui
- 5.2 Curriculum Approvals: 4.21.25, 5.5.25 & Charge

- 6. Action Items:** None

7. Old Business

7.1 Honors Program Subcommittee: College Council reviewed the charge and determined that this subcommittee will report to Academic Senate. Five faculty are requested as members, preferably one from each division. Non-voting members have been removed since anyone may attend as a guest. Question if the subcommittee is looking for people to serve beginning next year? Yes. They are also looking for a chair. Irena expressed concern for being both the Honors Program Coordinator and the chair due to potential bias but Collin advised that the chair typically does not vote, rather they set the agenda and facilitate meetings. Irena would still prefer to have a volunteer to chair, although she will assume the role if no one is willing. Question regarding how often the subcommittee would report out to Academic Senate? Once per month.

8. New Business

Motion to move agenda item 8.1 to after agenda item 8.6 (John Kelly)/seconded (Julie Nguyen)/discussion (none)/all in favor – motion passes

8.2 Senate Shared Governance Worksheet: Ashley shared the completed worksheet with the group. The only change will be the number of division representative from STEM increasing from two to three. This item will be an action item at the next senate meeting.

8.3 Academic Defense Resolution Proposal: ASCCC published this defense and state-level Academic Senate has asked colleges to consider adoption. The resolution is an affirmation of commitment to academic freedom and governance under Title 5 and appears to be a preemptive statement in response to potential federal changes. Question: what does the “compact” verbiage mean? It means agreement. Joanna Jen added that this language is similar to a statement affirmed by Ivy Leagues. Ashley plans to send this proposal out to faculty for review. Divisions that will meet this month should discuss and relay changes/thoughts before the next senate meeting.

Joanna expressed thoughts regarding adopting this resolution: one reason to perhaps not adopt is because community colleges are under the radar compared to larger schools/universities and it may draw unnecessary attention but a reason to consider adopting is to show unity throughout the California community college system and lay the groundwork ahead of possible changes.

8.4 Reed Buffington Award: This award will be presented to an LPC faculty member at convocation. The deadline for nominations is May 30th. A committee of 2-3 people will select the winner. The committee will consist of last year’s winner, Catherine Suarez, and possibly Ashley McHale or Robin Roy.

8.5 Teaching and Service Awards: This also requires a committee. The winners (one for teaching and one for service) are presented with an honorary award in the form of a certificate of appreciation. Nominations are due May 30th and will also be presented at convocation. Ashley proposed collecting nominations through Microsoft Forms. Catherine requested that the forms request specific responses to criteria as a few nominations received last year that were too general and did not mention specific accomplishments and qualifications.

8.6 Senate Election – Candidates: Melissa Korber shared background information about this process. The committee will first review the bylaws and constitution changes.

The following candidates are running:

President-elect: Ashley McHale

Treasurer: Catherine Suarez

Secretary: Collin Thormoto

Part Time Representatives: Jeff Judd and Peter Zimmer

Melissa asked for nominations from the floor (there were none). Melissa and John Kelly will move forward with the election and are already in contact with IT to set up voting, which will remain open for just over a week. Election results will be presented at the next senate meeting. Question if the bylaws and constitution have already been voted on? Not yet.

8.1 Final Exams under a Compressed Calendar: The colleges will no longer have a designated final exam week. The group was asked to discuss and brainstorm ideas for how to effectively administer finals during the last week of class.

Jeff Judd shared experiences from working at a different college with a compressed calendar. For classes that meet twice weekly, he has seen instructors hold a regular class session (or third midterm) on the first meeting day and administer the final on the second meeting day.

Ashley shared that the math department has discussed holding two-part finals or potentially administering online exams, although the final should not be the first and only test to be offered online. They also discussed utilizing standards-based or equity-based grading where the student takes the final only if they still need to demonstrate meeting certain standards. It was noted that this would drastically change the grading process. Question if this would mean creating individual finals for each student? No, it would be a standard final exam but students would complete only certain sections, if needed. David Powers currently uses this technique.

Catherine expressed concern for a student potentially having to complete multiple final exams in the same day. It was noted that some students are put in less-than-ideal situations each year regardless of the length of the academic calendar. Melissa shared that one of her students has a final exam during commencement; she is considering finding alternate methods for some students, like LPC Express students creating a portfolio of best work in lieu of an exam. Joanna discussed reading about the negative affects to student wellbeing in preparation for final exams, like mental and physical fatigue due to last-minute studying. One suggestion was to break the final into smaller segments (e.g., provide unit quizzes and four tests throughout the semester in lieu of a midterm and final exam). Ashley mentioned that as-needed exceptions can be made for individual students who may have multiple final exams on the same day. Jeff reminded the group to be mindful of meeting minimum class hours during the last week of classes in a compressed calendar.

9. Wellness Break (5 minutes)

10. Reports

10.1 LPC Student Government (Sophia Sucato): None

10.2 Distance Education (Kat King): Kat thanked the group for the classified appreciation event held earlier in the day. The committee was provided with DE success data and found good news. The overall

student success rate in DE classes went from 72% in Fall 2023 to 74% in Fall 2024 (in-person success rate is approximately 76%). Within this data, asynchronous classes typically had a lower success rate compared to synchronous and hybrid classes but HyFlex had the lowest success rate at 71%, likely due to instructor bandwidth limitations while simultaneously teaching in multiple modalities. DE members received training for further disaggregating data. Question if this training was different from previous data disaggregation training provided to faculty? It was likely very similar.

Summer Canvas shells have been created and Fall Canvas shells will be available near the end of May. End-of-term guidance, including tips and information on state-level deletion timelines for Zoom recordings, have been sent out. Regular deletion sweeps will begin in October. Kat suggests going through old recordings this summer. Question if embedded links to Zoom recordings in Canvas will result in broken links due to deleted recordings? These recordings will be deleted if saved through cloud recording. Consider downloading the recording and uploading it in Studio or OneDrive.

The committee continues to coordinate Canvas update timelines with Chabot counterparts. They will continue to slow down in the transition from classic quizzes to new quizzes since Canvas is still making changes. As Canvas' functionality improves, we will consider mass transition.

Discussion Checkpoints will be an option for summer classes and a training guide will be sent out. The committee reviewed the educational technology used by our college (Pronto, Turnitin, Proctorio, etc.). There should not be any major changes to these services.

The CVC teaching campus project is still in progress and is taking longer than initially expected due to upcoming changes, like the compressed calendar and winter intersession. We are currently in the testing phase. There are plans to have a College Day session regarding this project. We recently received news that the CVC course design rubric will have equity changes.

The DE Committee continues to monitor accessibility; there has been a 62% reduction in overall errors from Fall 2024 to Spring 2025. Accessibility training from the state chancellor's office may be provided for AB 2821 compliance. May 15th is Global Accessibility Awareness Day. Check the DE website for workshop information.

Question about CVC@one training over the summer? CVC@one has many summer courses about accessibility, online teaching, course design, and more available for free to community college employees. This is a good way to network with other state colleges. You may consider paying a small fee to earn CEUs.

10.3 Faculty Hiring Prioritization (Heike Gecox): Heike shared the shared governance worksheet. The Dean of Special Programs and a Special Programs faculty member have been added to the charge. Question if the faculty member refers to someone who teaches within a special program? Yes, and this includes learning communities. Question if a STEM representative who also teaches for Puente could count as the Special Programs faculty member? Yes.

The committee met last week to discuss two emergency replacement positions – one for Fire Service Technology and one for Chemistry. The committee decided to move forward with their recommendation to immediately rehire both positions. Heike shared the reasons why these position

merit immediate hiring and explained that they were ranked appropriately when compared with the previously-ranked positions.

10.4 CEMC/DEMC (Ashley McHale): LPC's enrollment numbers for summer show a 78% fill rate and for fall show a 63% fill rate. Question if the + and - on the shared spreadsheet indicate a comparison to previous years? Yes, and this shows growth from this time last year. Question if Counseling dashboard data will become part of reporting in DEMC? Unsure if it will regularly be shared. Heike suggests asking for future reports to be included so they can be shared with senate, especially since this data is important for SCFF. Ashley shared the most recent data, which shows that LPC's Counseling Services office serves more students than Chabot, despite being a smaller college. Question if this difference in data and services has been acknowledged by the chancellor and other executives? Yes, they are aware. Question if there was a different report provided by David Reed showing more up-to-date data? Ashley shared this data and VP Ho pointed out that the statistics in this set of data are more recent and show higher numbers than the previously-shared reports. Some were concerned with the high numbers and think the inflation may be due to fraud. Ashley shared that the new AI technology was discussed at yesterday's Chancellor's Council meeting. The technology will roll out without a pilot and could lead to major changes in enrollment. Some faculty members have expressed concerns about potential class cancellations. A story was shared about a part time Chabot faculty member who had to pay the district back when their class was canceled during the second week of the semester due to low enrollment after fraudulent students were removed from the roster.

10.5 District Technology (Jeff Judd): The push on the new AI technology to combat fraudulent enrollment is partially due to the drain on Financial Aid. There have been reports of federal agencies requesting evidence that the school is taking active measures to mitigate fraud. We are trying to get ahead of the issue in case of a similar audit.

Reminder that CLASS-Web and MyPortal are interfaces, but Banner will remain as the foundation. We are upgrading from Banner 8 to Banner 9. Banner 9 for Payroll rolled out May 1st. You can now use a MyPortal card to access SSB9 payroll information. As of July 1st, the only way one may access any Banner-related information will be through MyPortal. In September, students will still have the ability to use Banner 8 to register for classes but will also have the option to use the new registration method through Banner 9. Many website areas will need to be rewritten to reflect this change. The transition may be difficult once fall semester begins.

The district is considering getting a project manager to help with the technology side in the development of the winter intersession and compressed calendar. Barracuda spam filter has been dropped for a Microsoft product, which will save the district money.

Question from VP Ho if the group would be interested in hearing the most recent updates on the MyPortal migration dates? The group indicated interest so it was shared that the dates have been pushed back due to concerns from faculty, classified, and administrators. SSB9 for Financial Aid moved to August. CLASS-Web deactivation is moving to October 13th. Let your dean know if you are interested in being part of these conversations. Heike added that many faculty members are concerned that the rollover will not be as smooth as predicted and students and staff may have a lapse in accessing their information.

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

10.7 A.I. Honesty (Catherine Suarez): An AI CCC Futures Summit will take place in September in Santa Clara and will cost \$500/attendee. Catherine hopes that more than just one person from LPC can attend.

Catherine and Kat King met with a colleague from Amador Valley High School and discussed AI best practices. He will make an AI presentation to the PUSD board and report back on the outcome. Question if it would be a good idea to include Traci Peterson and Amy Brown since they work closely with local school districts? Yes, Catherine will reach out to them. Which days of the week will the AI conference run? Tuesday – Thursday. It was noted that weekdays during the beginning of the semester are not ideal for attendance. Joanna shared her experience with student confusion regarding AI and asked if other faculty members at these conferences express similar experiences? Yes, many participants at the most recent conference expressed concern, especially those who do not wish to have AI used in their assignments.

Catherine and Katie plan to clean up the proposed academic honesty/AI usage statement and have it ready by fall. Is it possible to have it ready by the last academic senate meeting at the end of the month? They will try but it has become a larger project than initially though.

10.8 Treasurer (Catherine Suarez): There is approximately \$80 in Foundation account and approximately \$200 in a BMO account. This low amount is due to recent scholarship awards.

10.9 President (Ashley McHale): Review the attachments to see the 2025 Spring Plenary adopted resolutions.

An AP and BP for lactation accommodations was added and discussed at Chancellor's Council. It was an informational item so voting was not needed. A concern was brought up regarding water sources since federal language dictates that a nearby water source be present. This was not included in the AP or BP so it may need further revision. Travel study abroad proposals were passed.

10.10 Divisions

- BSSL (Robin Roy, Collin Thormoto): None
- A&H (John Kelly, Catherine Suarez): None
- STEM (Anita Bhatia, David Montelongo, Jennifer Siders): None
- PATH: None
- Student Services (Ryan Eckles, Julie Nguyen): None
- Part Time Representatives (Valerie Connors, Jeff Judd): None

11. Good of the Order/Announcements: 4:19 pm

Heike thanked Ashley for running the classified appreciation event. Ashley reminded the group that the scholarship ceremony will be held on Friday, May 16th.

12. Adjourned: 4:19 pm

13. Next Regular Meeting: May 28, 2025