



# Classified Senate Regular Meeting Minutes

November 7, 2024 | 1:00 pm – 2:15 pm | [Zoom](#)

## Agenda Item

### 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.

### Classified Senate 2024-2025

#### **Governing Council:**

Aubrie Ross\* – *President*  
Maria Glidden\* – *VP of Communications*  
Jennifer Tonn\* – *VP of Activities*  
Jean O'Neil-Opipari – *VP of Fundraising*  
Suzanne Kohler\* – *Secretary*  
Paula Rose – *Treasurer*  
*Ambassadors:*  
Noël Fagerhaugh\*  
Ellie Hirstein  
Amy Rei\*  
David Rodriguez

#### **SEIU Representative:**

Jason Maxwell\* – *LPC Site VP*

#### **LPCSG Representative (non-voting):**

Amir Salehifar\*

\* = present

Other in attendance (full & partial): Ana Del Aguila, Jennifer Farber, Lilibeth Mata Juarez, Humberto Lopez, Sanaa Suleiman, Sharon Davidson, AJ Malaca, Jamila Jabbar-Mahmoud, Shriya Shah, Sherita Waters, Yari Gonzalez, Jocelyn Santos, Florence "Flo" Hinkle

#### 1. **Call to Order:** 1:02 pm

#### 2. **Review and Approval of Agenda**

Request to move the SEIU report (item 6.6) to the first item. Motion to approve (Suzanne Kohler)/seconded (Lilibeth Mata Juarez)/discussion? (none)/modified agenda approved

#### 6.6 SEIU – Jason

Classified professionals from all three sites (LPC, CC, District) met last Friday to discuss the condensed calendar, which appears to be moving forward; potential impacts to classified professionals and students were also discussed. Jason briefly recapped Friday's presentation for those who were not in attendance at the SEIU meeting. Please attend the SEIU site meeting on 11/12 at 12 pm for more updates. Reach out to Jason if you have further questions or concerns.

Question: We are holding our Friendsgiving Pie Social on 11/12 11-1; are you willing to attend some or all of this event and we can combine the topics? Jason will commit to attending the first hour of the event and will be available for any SEIU-related questions.

Question (to the two students in attendance): Have you received information about these upcoming changes? Both students reported that they were unaware. Suzanne expressed concern for students being left out of these conversations, especially since many new students were not part of earlier surveys. Jason expressed additional concern because potential negative effects to students may not have been adequately researched and discussed with the student body, particularly STEM students since this could affect their lab classes. It seems that the majority of these conversations happen exclusively between district leadership and faculty and then trickle down to classified and students through word of mouth.

Aubrie put out a call for classified professionals and students to attend the November 19<sup>th</sup> board meeting beginning at 6:30 pm in LPC's cafeteria and stand in solidarity during Classified Senate and SEIU report outs, regardless of union membership status. These reports are early on the agenda so this will not be a huge time commitment. Aubrie plans to put this same call out to students at the next LPCSG meeting.

**3. Action Items**

**3.1 2024 Activities Budget – activities budget account**

- Friendsgiving Pie Social - \$100
- Frosty Holiday Potluck - \$118

Motion to approve (Suzanne Kohler)/seconded (Noël Fagerhaugh)/discussion? (none)/approved

**3.2 “Classified Professional” name tag ribbon - \$80 from cocurricular**

Motion to approve (Suzanne Kohler)/seconded (Ana Del Aguila)/discussion: What will these ribbons look like? They will look like existing ribbons with yellow lettering and maroon background. /approved

**4. New Business**

**4.1 2024 CalWORKS & CARE Adopt a Family participation**

This is an annual event to support our CalWORKS & CARE students and their families. Question: Can we get more details about the requests? No, but opt for a gift card if anything is unclear. Aubrie clarified that Classified Senate as a whole participates but the donations are individual. Maria will document volunteer requests.

**4.2 Classified Senate Professional Development Week Workgroup**

Classified Professional Development Week will take place during Spring Break. Dr. Tracey Coleman will be the main presenter on April 8<sup>th</sup>. The theme of the week was shared. Let Aubrie know if you are interested in joining the planning workgroup.

**4.3 Governing Council Retreat & Training – Summer 2025**

Elections will take place in February with results in April. This will be a training for new members of the governing council.

**4.4 Bylaws review of Articles 1-5 | 1<sup>st</sup> reading**

Aubrie briefly reviewed proposed changes, most of which are minor with a few areas of larger content change. There will be a second reading in a future meeting and Articles 6-13 will have a first reading upon completion of initial edits. Caring Campus will be added to solidify our commitment.

**5. Informational Items**

**5.1 New Classified Hires/Promotions**

- Andrea Anderson – Exec. Asst. to VP, Admin. Services
- Helen Cuckler – Sr. Admin. Asst., Foundation
- Kathleen King – Inst. Tech. Coord.
- Danielle Bañuelos – Promoted to Sr. Admin. Asst., STEM

**5.2 Spring 2025 Classified Senate Flex Week – Funding approval through LPC Foundation Office**

Aubrie applied and was approved for a \$3,000 grant from the Foundation Office. All funds will go toward the Classified Professional Development week.

**5.3 CLI 2025 Funding Update**

Aubrie secured funding through the President’s office for all governing council members to attend CLI so long as they also receive maximum funding (\$750) through the Professional Development Committee.

**5.4 RAC Committee Update**

Aubrie proposed a classified hiring prioritization committee to Dr. Foster last year. During their last meeting, she and Dr. Foster came to a compromise. RAC will still rank classified positions but upon providing the ranking to Dr. Foster, he will share it Classified Senate. We will then be able to submit our re-ranking and suggestions to him. This project will span from February to April and we will likely need to create a workgroup for this project. Aubrie is currently working with Titian Lish and Dr. Foster to add a classified tri-chair to RAC.

**6. Updates****6.1 Student Government – Amir**

Amir introduced himself as a second year Business Administration student who joined the student senate this year. The classified professionals in attendance introduced themselves to Amir. Amir reported that LPCSG has been busy this last month with event preparation, setup, and cleanup. They will meet again next week.

**6.2 Caring Campus – Jean (absent)**

Suzanne shared insights from the most recent Caring Campus meeting, including discussions regarding creating a survey to determine students' current greatest support needs from the LPC community.

**6.3 Fundraising – Jean (absent)**

Aubrie shared on behalf of Jean that the See's Candy fundraiser is live on the website and will remain up for the remainder of this academic year.

**6.4 Activities – Jennifer: None****6.5 Treasurer Report – Paula (absent)**

Aubrie shared the latest treasury report and showed recent expenses. We may have found additional funding in Foundation accounts for Classified Senate that we can utilize; she is working with their office to get more information. Our current Awards & Programs account will split into two separate accounts.

**6.6 SEIU – Jason (moved)****6.7 Committee Reports – all**

Lilibeth invited everyone to the Arts and Humanities expo tonight in Building 4000. Refreshments will be served. Question: What promoting has been done for this event? Lilibeth has been promoting this event at high schools and events since late summer. Lilibeth also shared that efforts are being made to strengthen the SEA Committee and access items that were previously monitored by the now vacant Director of Student Equity and Success position.

Flo developed informational flyers with QR codes that allow students to instantly search for zero or low-cost textbook offerings on CLASS-Web. Flo will distribute this flyer so it can be posted around campus.

Noël shared her experience on the AI panel discussion during flex day. There were seven people on the panel – 3 faculty, 2 deans, 2 students, and Noël as the classified representative. She appreciated hearing from the students. The general consensus from the majority of the panel was to face AI head-on and refrain from punitive AI syllabi statements. AI will be a part of many jobs/careers so we need to prepare students to ethically use AI resources.

## 6.8 Board of Trustees Meeting – Maria

The board meeting was mostly uneventful, especially since news about the condensed calendar had not yet broken. Chabot's robust nursing program was discussed.

## 6.9 College & District Updates – Aubrie

Aubrie cannot share full details regarding condensed calendar discussions since changes have not officially been made but noted the importance of working together through these changes.

## 7. Adjournment: 2:22 pm

## 8. Next Regular Meeting: December 5, 2024 | 1 pm – 2:15 pm | [Zoom](#)

### Classified Senate Meetings 2024-2025

- November 7, 2024
- December 5, 2024
- January 9, 2025
- February 6, 2025
- March 6, 2025
- April 2, 2025
- May 1, 2025
- June 5, 2025

### Classified Senate Goals & Priorities 2024-2025

- Cross-Departmental Awareness
- Add a Classified Tri-Chair to the Resource Allocation Committee
- Offer annual Caring Campus orientations
- Hold orientations for new Classified Professionals every semester
- Highlight importance of Action Items
- Provide health, safety, and mental health training, and self-care

### Caring Campus; DEIA Commitments

- Create a list of employees who are able to communicate in other languages
- Listen to our students by acknowledging diverse experiences, be culturally aware, practice empathy, encourage inclusive participation, and be mindful of power dynamics
- Expand our commitment; Cross-Departmental Awareness by collaborating and learning more about our resources