

CLASSIFIED SENATE MINUTES

January 6, 2022 | 1:00 – 2:15 p.m. | Zoom



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.

Classified Senate

2021-2022 Executive Committee

Jean O'Neil-Opipari, Classified Senate President

Vacant, VP of Activities

Vacant, VP of Communications

Elizabeth McWhorter, VP of Fundraising

Vacant, Secretary

Daysi Valle, Treasurer

Carmen Ortiz, Ambassador

Aubrie Ross, Ambassador

Vacant, Ambassador

Vacant, Ambassador

Mike Alvarez, SEIU Representative

David Rodriguez, ACS Representative

Voting Members

All full and part-time regular classified professionals are voting members

1. Call to Order: Meeting called to order at 1:02 pm.

2. Updates with Dr. Foster:

- › We are concerned about the increase of positive Covid reports, and the lack of testing. The test facility at LPC has lines every day. VP Raichbart has contacted City Health, and they have agreed to be open 7 days a week. We are monitoring data regularly.
- › The hybrid workplace model is extended through January 17, with a campus return on January 18. Conversations with SEIU and constituency groups continue, and will do so through the spring semester.
- › Dr. Foster's concern is assuring that we are thoughtful about making timely decisions with clear communications, here at LPC and throughout the district. Staff and students need to be informed so they can make plans.
- › Dr. Foster will email reminders about people's different comfort levels, being mindful about social distancing, and wearing masks indoors.
- › He encourages continued use of a zoom option for meetings, as our meeting spaces do not provide distancing.
- › Please wear name badges and make sure you have a LPC staff identification. We will be provided with LPC lanyards. These measures are helpful for the vaccine check in tables.
- › We have hired an independent contractor to conduct LPC contact tracing (this was previously the deans and managers' responsibility).
- › Question: if an employee is exposed to Covid, and has symptoms, can they work from home? With symptoms, this will require using sick time. SEIU and the district are aware of this issue, and discussions continue. Link to district Covid information:
<http://districtazure.clpccd.org/urgentalerts/index.php>
- › What is Dr. Foster's New Year's resolution? Take care of health, be intentional about relationships, and keeping in touch. Question about "staff pass" at the check-in tables? This will be your ID or name badge.

3. Welcome and Introductions

4. Approval of Agenda: Motion to approve: moved/seconded/approved



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5. Approval of Prior Meeting Minutes, November 4, 2021 and

December 2, 2021: Motion to approve 11.4.21: moved/seconded: corrections forwarded and made by Jean in the minutes/ motion to approve corrected minutes: moved/seconded/approved

12.2.21: moved/seconded/approved

6. Guided Pathways, Community of Practice, Success Teams:

Guided Pathways Communities of Practice for Spring:

January 28th, 1:30 - 3:30 pm: Summary Discussion and Next Steps

February 25th, 1:30 - 3:30 pm: What makes a Good Team?

March 25th and April 22nd, 1:30 - 3:30 pm: Design the work of LPC's Success Teams

7. President's Report

- **Return to campus:** If you have issues, let Miguel Alvarez know so SEIU can address them
- **Logo Contest Winner:** Wanda Butterly developed the new Classified Senate logo, which won the vote to be adopted. Discussion about merchandising companies: Goza, Red Bubble. Thanks to all those who submitted logos.
- **Caring Campus Update:** We are one of the six cohorts under review. Jean will email information when it comes in.
- **Bylaws update (Article 11):** This is the last article under review.
- **LPC Market, Tuesday, January 18, all Classified Encouraged to assist:** *Note: this Market was cancelled due to the Covid variant.*
- **Committee Update:** We need Classified Professionals to serve on Technology and Facilities Committees. Question about full- and part-time personnel? Either may serve on committees; you need your supervisor's approval.
- **Land Acknowledgement:** Establish subcommittee
- **Set Classified Senate Budget:** Establish subcommittee
- **Add Equity Statement to Classified Senate Goals:** Will be done 2022-2023.

8. Student Government, Kyle Johnson: The Welcome Back week is

January 19-20. *Note: this has been made a virtual event due to the Covid*



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variant. The student government retreat was cancelled due to the new variant.

We need to have students tested as soon as possible and Kyle will work with City Health to reserve a weekly hour specific to student and staff testing.

Discussion about getting test kits for distribution.

The Hawk's Nest furniture will be arriving in January.

9. Professional Development, Aubrie Ross & Carmen Ortiz: Aubrie is working on identifying facilitators for Spring Flex Day, March 8th.

Topics: retirement, CPR/First Aid (with certification option), staying safe on campus, Caring Campus Initiative, team building lunch (possibly during spring break), and overall wellness. We would like to schedule an orientation for new Classified Professionals.

10. Fundraising Update, Liz McWhorter: Columbia sportswear event has been extended. Liz will send out an email about this.

11. Treasurer's Report, Liz McWhorter (interim Treasurer) No fund increases since the pizza fundraiser. The new payroll deductions will arrive at the end of January. The Foundation will transfer these into the Classified Professional accounts (scholarship and awards) as the donors indicate.

12. UPDATES/REPORTS (Committee Report Form:

<https://forms.gle/BVZTtEmV2Wp2T4mf7>)

- Accreditation Steering Committee
- Distance Education Committee
- Facilities and Sustainability Committee
- Guided Pathways Steering Committee
- Institutional Planning and Effectiveness Committee
- Health and Safety Committee
- Professional Development Committee
- Classified Professional Development Taskforce
- Program Review Committee
- Resource Allocation Committee
- Student Equity and Achievement
- Student Learning Outcomes Committee



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- Technology Committee

13. District-wide Committees (D-EMC, D-ESS, D-FC, D-PBC, D-TCC)

14. SEIU Update, Miguel Alvarez: He met with the district about continuing hybrid schedules.

15. 4CS Update, David Rodriguez: David has sent out information via email. CLI has issued a call for presentations. The early bird registration is February 28 for the June 8 conference in Riverside. Attendance requires vaccination proof or negative test. Nominations are open for awards.

16. Administrative Policy/Board Policy (AP/BP)

- [First Reading](#)

1. AP 5013 Students in the Military
2. BP 5035 Withholding of Student Records
3. AP 5035 Withholding of Student Records
4. BP 5700 Athletics
5. AP 5700 Athletics

- [Second Reading](#)

1. AP 3435 Discrimination and Harassment Complaint Procedures
2. BP 5030 Student Fees
3. AP 5030 Student Fees
4. BP 5031 Instructional Materials Fees
5. AP 5031 Instructional Materials Fees
6. AP 5041 Student Records – Preferred Name and Gender
7. BP 5110 Counseling
8. AP 5110 Counseling
9. BP 5120 Transfer Center
10. AP 5120 Transfer Center
11. BP 5150 Extended Opportunity Programs and Services
12. AP 5150 Extended Opportunity Programs and Services
13. BP 5220 Shower Facilities for Homeless Students
14. AP 5220 Shower Facilities for Homeless Students
15. BP 5205 Student Accident Insurance
16. AP 5211 Student COVID-19 Vaccination Requirement



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17. BP 5500 Standards of Student Conduct

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19. AP 5520 Student Discipline Procedures

20. BP 5570 Student CC Solicitation

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22. BP 5800 Prevention of Identity Theft in Student Financial Transactions

23. AP 5800 Prevention of Identity Theft in Student Financial Transactions

17. Good of the Order

18. Adjournment: Meeting adjourned at 2:15

19. Next Classified Senate Meeting:

Thursday, February 3, 2022. Please contact Jean for additions to that agenda.