



ACADEMIC SENATE MINUTES

December 11, 2024 | 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: 8

Non-Voting Members:

President: Ashley Young
Student Government: Sophia Sucato
Faculty Association: Heike Gecox

Voting Members:

President-Elect: Ashley McHale
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:** Meeting called to order and quorum established at 2:31 pm
- 2. Review and Approval of Agenda:** Agenda item 10.2 A.I. Misuse in the Classroom to be moved to after item 6.

Motion to approve (Ashley McHale)/seconded (John Kelly)/discussion (none)/approved
- 3. Review and Approval of Minutes (November 13, 2024):** Correction by Kathleen King regarding item 7.8 Distance Education – Goal 4, Line 3: remove the word “not.”

Motion to approve (Ashley McHale)/seconded (Collin Thormoto)/discussion (none)/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 these items.* None
- 5. Consent Items:** motion to approve (Ashley McHale)/seconded (Collin Thormoto)/discussion (none)/approved
 - 5.1 Dean of Special Programs Hiring Committee: Jill Oliveira and Lyndale Garner
 - 5.2 Curriculum Approvals: 10.21.24, 11.4.24, 12.2.24 (attached)
- 6. Action Items:** None
- 7. Reports**
 - 7.1 LPC Student Government (Sophia Sucato): None
 - 7.2 Distance Education (Kathleen King): Spring courses have been set up in Canvas; another email will be sent when students are in the system. It is important to amplify the message about course cleanup and housekeeping between terms. We are planning a working day to help make classes accessible for students with disabilities and to download important records. Zoom recordings will be deleted in Fall 2025, with messages sent out to notify faculty.

A Canvas workshop will be held tomorrow and again at the beginning of the semester. Faculty can tag multiple due dates on different assignments. Updates to Canvas will go live on January 18th.

A reminder that the transition to new quizzes is slow, and classic quizzes can still be used. We will continue to provide support during this process. Coordination with Chabot is underway to update deadlines.

The DE Committee previewed tools for using Canvas shells, aiming to create a “one-stop-shop” for navigating Canvas. There are now more training options available. Faculty teaching online must complete certain training sessions, and we are creating a universal location to easily access those who have completed training.

- John Kelly noted that those who completed COVID online training now have options. Kat clarified that applicants can apply for equivalency, do training at their own pace, or undergo an experience evaluation through the DE Committee. HyFlex training includes compensation, but there is no compensation for online training.
- Melissa Korber asked whether it mattered when training in Canvas was completed. Kat responded, “Unfortunately no.”

7.3 CEMC/DEMC (Ashley Young): None

7.4 Faculty Hiring Prioritization (Heike Gecox): Dr. Foster has released the top three faculty positions for posting.

7.5 District Technology (Jeff Judd): None

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

7.7 A.I. Honesty (Catherine Suarez): Catherine attended the first online seminar, which was not specific to certain programs. Most discussions were about Math and Sciences classes, and Financial Aid. Despite asking several questions about how this would help English classes, there were no responses. Exercise caution before fully committing to software due to costs.

Ashley Young and Catherine Suarez. presented the Artificial Intelligence Honesty Policy during the November Board Meeting. A challenging question from a student trustee was “how do you use AI in the classroom?”

A recommendation was made to send one person to an AI conference, due to costs.

Ashley Young mentioned that VP Ho would like the AI committee to focus on scenarios for how instructors can address questions. There is a need for academic language around dishonesty; work with Katie Eagan is planned for the next Academic Senate meeting in February.

7.9 Treasurer (Catherine Suarez): Updates to all bank account information have been made by Ashley Young, Ashley McHale, and Catherine Suarez. LPC Foundation Scholarship fund is \$145 (should be \$255 due to the Wine Spectacular). There are insufficient funds to award a scholarship. The Academic Senate will discuss and work on this matter offline. The wine drawing is scheduled for Friday, December 13th.

7.10 President (Ashley Young): There are issues with enrollment fraud; it's important to check rosters and note discrepancies to your respective dean. The district has successfully identified online class fraud but in-person classes are now being targeted, which is more challenging to identify.

- Melissa Korber highlighted patterns in email addresses, noting mismatches between student names and unusual formats.
- Catherine Suarez noted that many student majors do not meet the usual demographics or prerequisites of many of the classes that are being targeted.

Inform faculty to submit their textbooks to Follet and to input Zero Textbook Cost (ZTC) and Low-Cost Textbook options.

7.11 Divisions

- BSSL (Robin Roy, Collin Thormoto): Robin Roy expressed concerns regarding the compressed calendar and the difficulties in working on the Fall 2025 discipline plans, especially for lab classes. There were discussions about the availability of tutoring and library services during the winter intersession, as well as classroom availability.
- A&H (John Kelly, Catherine Suarez): Catherine Suarez mentioned that there was confusion regarding the email sent by the Chancellor about the timeline for the start of the compressed calendar.

There are concerns for Fall 2024 finals and grading. One of Catherine's students shared that she missed class due to another faculty member holding their finals during the last week of instruction, which caused this student (who has a perfect grade) to miss the final class session.

- Ashley Young mentioned that finals must be given at their scheduled time. You are legally required to offer finals at your scheduled time and you are paid for it to be graded during the semester.
 - Heike Gecox reminded everyone that, due to the FA contract, it is imperative to give finals or activities during their appointed, scheduled times. Face-to-face classes must be in-person and online classes must stay online. Instructors must maintain an active presence.
 - It was suggested that deans be made aware of these concerns and asked to send out a message about finals schedule to avoid these issues in the future.
- 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

8. Wellness Break (5 minutes)

9. Old Business**9.1 Compressed Calendar Needs**

- Robin Roy: Shared concerns regarding the discipline plans and the importance of knowing if there are changes for Fall 2025 due to scheduling and classroom allocations. Is the expectation that the Tutoring Center will be available during the winter intersession, along with the Library and Counseling Services? While NetTutor is available, it may impact part-time faculty positions. We need to ensure Basic Needs services are accessible, even if all classes will be offered asynchronously online, because students may still need campus support.
 - Chancellor Ron Gerhard: We are aware of these concerns and are working closely with the Faculty Association to address these matters.
- Catherine Suarez: How much time will there be between passing periods?
 - RGerhard: There will be a 15-minute passing period.
- Collin Thormoto: The librarians discussed the compressed calendar; Librarians will have 37.5 hours a week, which is more than the 35 allotted hours for other teaching faculty. The new calendar will require 43.5 hours a week for librarians, creating a disparity with other faculty members. We need to consider other options, as offering services over the winter intersession will have significant implications.
- Ashley McHale: We have conducted a complete overhaul of classroom spaces to maximize their use. I would like to implement a block schedule to facilitate easier course planning.
- Melissa Korber: There are concerns regarding lab spaces, particularly for sciences and CTE courses where longer labs are necessary.
- John Kelly: In Performing Arts, scheduling performances on the black box stage and main stage will be challenging due to the two-week reduction.
- Valerie Connors: English classes on Saturdays are consistently full, catering to mothers and part-time workers. Weekend classes present an equity issue that needs addressing.
- RGerhard: There are collective concerns for student's needs, especially financially. The Vice Presidents of Academic Services at both colleges have the first draft of block winter intersession classes. The criteria for identifying classes include high demand, waitlists, online formats, asynchronous delivery, and the absence of prerequisites or General Education requirements. Across the district, there are 105 classes; Ohlone is running a compressed calendar under the name "Cyber Session" with approximately a dozen classes. DVC has a cyber format more focused on athletics and maintaining eligibility. Other colleges, such as Mt. SAC, have successfully operated with equal portions of in-person and online classes for years.

The district views this as a chance to learn and broaden access while also generating more enrollment opportunities. During a Chabot Student Government meeting, senators were asked if they experienced being on a waitlist and whether they would consider taking that same class during a winter intersession. Almost all of the students who experienced waitlist concerns during the current academic year said they would be interested in taking desired classes during winter intersession.

The district recognizes the anxiety associated with these changes and emphasizes the importance of maintaining financial stability and access for our students. The district aims to expedite this process, intentionally designating the winter intersession to be distinct from fall and spring semesters. This will provide students with an additional opportunity to receive financial aid and

Promise Grant support. We are working with Financial Aid to effectively navigate this calendar transition.

Spring 2025's flex day will have a focus on the compressed calendar, regardless if it is enacted for 2025-2026 or 2026-2027.

9.2 Chancellor's Council Board Resolutions

BP 2340 was reviewed, which states that any meeting subject to the Brown Act must have its agenda posted in a location that is accessible 24 hours a day.

- Ashley McHale: Who will be responsible for posting the agenda each meeting? Ashley Young: We need to request access to a centralized public notice board. Suzanne Kohler can help with posting. It was also suggested to talk to Sui Song to see if Tessie Cua and Jadin Forbes can assist with posting.

10. New Business

10.1 Honors Courses Subcommittee (Irena Keller)

Irena Keller shared the presentation (available on AS webpage). She shared that the Honors Transfer Program is significant, attracting students from Ohlone, Chabot, and DVC. We currently have 371 students enrolled but only two honors courses/sections are available. We are actively engaging with high school counselors to encourage their students to attend LPC and many are now enrolling due to this program.

In Spring 2025, we will offer two classes, both of which are full. UCLA is our largest partnership in this initiative.

There is a request for the Academic Senate to establish an Honors Program Subcommittee. The Honors Program Subcommittee for Spring 2025 semester will include Irena Keller, Jennifer Siders, Robin Roy, and Catherine Suarez. The next step is to schedule an initial meeting.

10.2 AI Misuse in the Classroom (Sarah Thompson)

Sarah Thompson shared her experience with addressing classroom dishonesty, particularly related to AI misuse. She highlighted the significant labor required to verify student work and the need for more investment in technology and software to support faculty in detecting AI-generated content. She also discussed the challenges of online courses, especially in social sciences where writing assignments are common and AI can easily manipulate multiple-choice quizzes and tests.

Sarah explained how she works to ensure students submit their work, using multiple AI detection tools to check assignments. She flagged student work for AI misuse, leading to meetings with the involved students, some of whom dropped or failed the class. While tools like Grammarly are helpful, Sarah emphasized the importance of using multiple platforms for more accurate AI detection. She also advocated for software that better detects AI misuse and for more flexible faculty oversight, such as requiring on-campus participation for online courses. Labor issues were discussed, as faculty need more support for the growing AI challenges.

- Kathleen King noted improvements in AI detection platforms like Turnitin.
- Collin Thormoto shared that the library provides Grammarly without AI functionality.
- Sarah Thompson stressed the need to prioritize software purchases to combat AI misuse, while also advocating for more comprehensive solutions to protect academic integrity.

10.3 Microsoft Office License for Part-Time Faculty and Students

Ashley Young shared that these groups no longer have access to downloadable content in Microsoft Word; only the online platform is available.

10.4 Bylaws and Constitution

Ashley Young shared that the Bylaws and Constitution were last revised April 14, 2021. A 4-year term commitment for the president is a long length of time. Collin Thormoto explained the context related to the change would allow an easier transition from VP to President. AYoung shared that compensation used to be given to the VP for that work. Melissa Korber suggested financially awarding someone to do the work is an incentive. Also, once the work begins, the person will likely find that it isn't hard. The hard part is convincing the person that it is worth the effort. We need to support those who step up and take the role; what is the incentive? Catherine Suarez expressed that those who do step up are doing it for the better good. MKorber suggesting allowing Part-Time faculty members to be allowed to serve as president

Bylaws and Constitution workgroup members: Ashley Young, Ashley McHale, Collin Thormoto, Valerie Connors

10.5 Sanctuary Campus Statement

Update statistics and other language to align with our current student population.

Sanctuary Campus Statement workgroup members: Ashley McHale, Collin Thormoto, Ashley Young, Catherine Suarez. The committee will work on the updates over break and present at next meeting.

11. Good of the Order/Announcements

12. **Adjournment:** 4:46 pm

13. **Next Regular Meeting:** January 22, 2025

ZOOM LOGIN: This will be the same for every Academic Senate meeting

<https://us06web.zoom.us/j/82457062184>

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Meeting ID: 824 5706 2184