



Classified Senate Meeting Minutes

February 6, 2025 | 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 Rel
David Rodriguez

SEIU Representative:

Jason Maxwell – *LPC Site VP*

LPCSG Representative:

Amir Salehifar

- 1. Call to Order:** 1:02 pm
- 2. Review and Approval of Agenda:** motion to approve (Mila Jabbar)/seconded (Ellie Hirstein)/discussion (none)/approved
- 3. Review and Approval of December 5th Minutes:** motion to approve (Ellie Hirstein)/seconded (Mila Jabbar)/discussion (none)/approved
- 4. Report from Dr. Foster**
Potential Federal Immigration Enforcement Activities
Dr. Foster shared information from yesterday's Town Hall meeting regarding potential federal immigration enforcement activities.

Notable topics:

- LPC must have a single point of contact if ICE agents are on campus, which is the President's Office.
- Agents cannot enter non-public areas of the worksite without a warrant (interior areas, offices, classrooms, etc.), unless given consent. They may access lobbies, outdoor areas, parking lots, etc.
- Student directory information will not be openly disclosed beyond a student's name, official recognized activities/sports, and earned degrees or awards (unless the student has opted out of information sharing).
- If approached by an agent, advise that you are not authorized to accept warrants or answer questions and direct to the President's Office. Contact Campus Safety and Security if agent needs escort to the office.
- A webpage will be developed with resources for students and campus community.
- Questions:
 - Can we post signs on gates of outdoor classroom spaces to indicate protection/privacy? Dr. Foster will get legal advice regarding the definition of non-public outdoor areas.
 - Can we get Know Your Rights or similar training? Dr. Foster is working on sourcing training and mental health resources. Lilibeth informed the group that a Know Your Rights session will be held February 26th.

Updates on College Budget

Dr. Foster shared a presentation regarding the college and district's current budget.

Notable topics:

- The budget landscape for California higher education is bleak, although there have not been major cuts to community colleges. We remain on Hold Harmless so we will not receive additional funding. Our goal is to get off Hold Harmless as soon as possible so we can earn more funding and be eligible for Cost-of-Living Adjustments (COLA), but we will not be getting off Hold Harmless in 2025-2026.
- We are projected to be in a \$5 million deficit if things remain as-is. Expenditures must slow down and/or revenue must be generated. A financial decision has been made to implement a temporary suspension of hiring across campus (and district). Positions that are already in process will continue to move forward.
- Dr. Foster shared which positions will be moving forward but still plans to advocate for approximately two more positions. Approved positions include:
 - Dean, Special Programs, Student Equity & Success
 - Dean, Business, Social Science, and Learning Resources (BSSL)
 - Admissions and Records Assistant II
 - Admissions and Records Assistant III
 - Counselor Assistant I, Counseling
 - Program Coordinator, International Students
 - Laboratory Technician, Biology/Chemistry
 - Instructional Assistant, English (2)
 - Curriculum and Scheduling Specialist
 - Faculty, Computer Science
 - Faculty, English
- Dr. Foster hopes that this is a temporary situation, especially since LPC is experiencing growth and will further increase enrollment (FTES) with the added winter intersession. Once we are off Hold Harmless, we will receive on-going COLA and can potentially shift the District Budget Allocation Model (BAM).
- Questions:
 - There appears to be a large amount of budget allotted for sabbatical and reassigned time; additionally, we are up 170% for part-time faculty budgets; is it possible to pause or reallocate these monies to avoid further suspension of positions? The district is held to contractual reassigned times but there is room for adjusting non-contractual reassigned time. Funding sources and contractual obligations need to be further researched to assess before changes can be made.
 - Has there been discussion about Supplemental Executive Retirement Plan (SERP)? No.
 - Can you share the positions that will not be going through? Dr. Foster is reluctant to share the ones that are slated to not move forward because there could still be changes. He hopes to add one or two more positions that he cannot share at this time.
 - Is it possible to get administrators on board for a 15-minute office closure for a health and wellness break for classifieds? Perhaps we need to remind classified that they have mandated breaks. Follow up question: Some departments have only one classified employee so there isn't enough coverage to take these mandated breaks (e.g., Tutoring Center); what are their options? Dr. Foster will check in with the admin. team.

5. New Business**5.1 Bylaws review of Articles 6-8 | 2nd reading**

Aubrie briefly covered proposed changes, most of which are language and streamlining edits. Larger changes include the tri-chair selection process and responsibilities and the addition of Caring Campus.

5.2 Accreditation Engagement Form

This is due May 16th. It will be reviewed by governing council and then be shared out to the entire senate.

6. Old Business**6.1 Classified Senate Professional Development Week Workgroup**

The workgroup met this week and decided to scale back from a 3-day event to a 2-day event. April 8th will feature the training workshop with Tracey Coleman and include breakfast and lunch. April 9th will be an SEIU/Caring Campus combination for a few hours. An RSVP will go out mid-March.

7. Discussion**7.1 LPC Classified Senate officially supports the move to roll back AB 1705**

This will be revisited and discussed at a later time.

7.2 Classified Hiring Prioritization Committee Participants

This prioritization process will still go through despite the hiring suspension in order to have official rankings when hiring has resumed. Contact Aubrie if you are interested in participating.

7.3 Election Committee

The committee, composed of June Harada, Loida Sarcia, and LisaMarie Russo, met today. Nominations will open February 18th and close March 31st.

7.4 Outstanding Classified Professional of the Year Award Committee

This committee will consist of the same individuals as the election committee.

7.5 Student Scholarship Committee

We need scholarship reading volunteers. We are unsure of the time frame but we normally do not receive many applicants so it should not be a large time commitment. Jean and Hermina volunteered to be on this committee.

8. Informational Items**8.1 New Classified Hires/Promotions/Reclassifications**

- Alaina Osuka – Curriculum and Student Learning Outcome Specialist

9. Updates**9.1 Student Government – Amir**

None

9.2 Caring Campus – Jean

Jean thanked the volunteers from yesterday's tabling. She also noted the importance of showing kindness to our students because their lives may have a lot of uncertainty off campus. Aubrie informed

everyone that the current flex day/working day schedule does not appear to have a Caring Campus component but she plans to meet with David and PDC next week to further discuss. There will be a social networking opportunity at the end of the day. Jean proposed that if this is not possible on flex day, we could have an informational discussion at some point this spring to stress the importance of a Caring Campus ethos during this stressful time. Aubrie shared that there will be time for classified professionals to discuss the upcoming compressed calendar as a group and perhaps Caring Campus can be incorporated.

9.3 Fundraising – Jean

See's Candy shop has opened. Jean plans to put out a flyer with a QR code soon. The wrapping will be spring-themed. Jean plans to continue reopening the store to keep the fundraiser going long-term. We received a check from See's for \$115 but it needs to be reissued because it was not made out to the correct receiver.

The donation form through the Foundations Office is available on the Classified Senate webpage. Jean noted that Chabot does not need to do fundraising activities because they are self-funded solely through employee donations.

9.4 Activities – Jennifer

Tea and Sweets will take place in the cafeteria next Thursday. You do not need to bring anything. Aubrie added that we will celebrate our January-March work anniversaries during this event.

9.5 Treasurer's Report – Paula

Paula shared the treasury report with projected and expected expenses. Paula also specified where the funding for the CLI conference will be sourced from.

9.6 SEIU – Jason

Aubrie shared Jason's report out regarding the start of impact bargaining with administrators last Monday. They submitted several requests for information. The next meeting will be February 13th. Jean reminded union members to vote for the new president.

9.7 Committee Reports – All

None

9.8 Board of Trustees Meeting – Aubrie

The last meeting was fairly short. VC Nicholas presented on the budget.

9.9 College & District Updates – Aubrie

Aubrie has been discussing several topics with Dr. Foster including a fitness center and emergency preparedness. There will be an upcoming lock down training on February 19th at 1:00 pm and a lock down drill on March 19th at 11:00 am. More information will come forth from the President's Office, including information about first aid kits and AEDs. Let Aubrie know if your area does not have a first aid kit.

Aubrie is also advocating for immigration-related training. Lilibeth has red cards with helpful information. We are considering drafting a sanctuary campus resolution similar to what Academic Senate has done. Let Aubrie know if you would like to participate in this.

Aubrie sent out an email regarding the creation of a language directory through the completion of a short survey. We have received 28 responses at this time. A link to the survey was shared at Town Hall.

10. Adjournment: 2:12 pm

11. Next Meeting: March 6, 2025 | 1 pm – 2:15 pm | [Zoom](#)

Classified Senate Meetings 2024-2025

- 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 the importance of Action Items
- Provide health, safety, and mental health training, and self-care

Caring Campus; DEIA Commitments

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