**LPG Minutes**

**Date:** Thursday, April 24, 2025

3:15PM – 4:00PM

**Location:** Library L-215 / or <https://4cd.zoom.us/j/82360929727>

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| **Topic/Activity** | **Lead** | **Time** | **Discussion,  Action, Follow-up** |
| 1. Welcome / Announcements/ Public Comment   No announcements or comments were made   1. Review and Approval of Agenda   The agenda for the 4/24/25 meeting was approved | Erlinda/ Justin  Erlinda/ Justin | 4  1 | Information  Action |
| 3. **Review Variable FLEX Proposals**  Approval was granted to variable flex proposals for various spring meetings. The proposals submitted by Tiffany Welter for two retroactive and one new Counseling Department meeting were approved. Another set of three variable proposals for TLC Assessment Trainings, both retroactive and coming up, were approved. A summer retreat proposed by Mindy Capes for General Chemistry curriculum was also approved. Lastly, a proposed workshop in partnership with IIBA about Student Immigrant Stories was approved with the suggestion of recording the film of the meeting so that faculty and other staff who could not make the short Friday timeslot could view and receive credit in the fall semester.  4. **Review Special Project Proposals**  No new proposals were submitted or necessary follow-up.  5. **Fall-25 Flex Week Voting**  The team then moved on to review the fall flex workshop and department meeting proposals shown on the voting sheets. Noticing that there were fewer proposals than last year, Justin expressed the necessity to review late submissions by the May 15th meeting. The committee also discussed the need for clearer labeling on the proposal form regarding the two options of flex activities next semester to avoid confusion. Some entries were mislabeled as Department Meetings when they should have been Workshops and vice versa. It was agreed that the description “Open Flex Training” for regular workshops was misunderstood. The team continued reviewing the titles and descriptions of proposals making sure to review votes made by members and deans and annotate for potential edits and follow-ups with presenters. The team made note that Monday, April 28th is set as a date to send an email communication to facilitators that their Flex Week sessions have been confirmed, and they are encouraged to review their information and LPG comments within a shared document for potential feedback.  6. **Focused Flex Proposals**  The team reviewed two proposals that were submitted to the Fall 2025 Call-for-Flex form. One proposal about the importance of Participatory Governance suggested inviting representatives from Academic Senate of the California Community Colleges and the Community College League of California to present or conduct a session on participatory governance. The other proposal titled Artificial Intelligence was centered around reshaping classrooms, assignments, and the ways students engage with learning. The idea is to have participants explore how to thoughtfully and proactively respond to the growing presence of AI in education. The committee decided to recommend the AI focus flex, as it aligns with PDAC Goal#3: “Employees will engage in necessary training on tools and resources to use relevant technology and learning management programs to succeed in their roles,” which was pointed out as a current focus. Both proposals were viewed as necessary training for the college. A caveat the team made for both proposals is the timing is undecided about the duration of sessions on Wednesday of Flex Week, if both topics/trainings could be held back-to-back or one must be moved to the following spring semester. | Erlinda/ Justin/ Rosa  Justin  Justin/ Erlinda  Justin/ Erlinda | 10  1  20  8 | Information/Discussion  Information  Information/Action  Information/Action |
| 7. **Adjournment / Closing Comments**  The committee adjourned the meeting. | team | 1 |  |