

CLASSIFIED SENATE MEETING MINUTES

November 9, 2018
1:00-2:30 p.m. – Library Viewing Room

Call to Order: Judy Rodriguez, Vice President, called the meeting to order at 1:09 p.m..

Roll Call: Members at large--John Feist; Amelia Gonzales; Angela Grotke; Ernest Guillen; Albert Gutierrez; Vivian Marquez; Anabel Martinez; Barbara Nichols; Dena Peters; Judy Rodriguez; Phylcia Sanchez; Mary Valdemar. Guests: Tahirah El-Sherif; Regi Metu

Approval of Agenda: **Barbara Nichols motioned** to accept the agenda as written; **Ernest Guillen 2nd the motion.** The agenda was approved by general consensus.

Approval of Minutes: **Barbara Nichols motioned** to approve the minutes of October 12, 2018; **Barbara Nichols motioned** to approve the minutes; **John Feist 2nd the motion.** Minutes approved by general consensus.

Public Comment/Guest: **Tiharah El-Sherif and Regi Metu** gave a presentation on the Guided Pathways. This is a program where everyone has to contribute—faculty, staff and administrators. They explained the principles and frameworks, which has four elements: clarity—enter—stay—ensure learning. This is a result of AB 705, removing prerequisites and show students the path to succeed. This is all about the students, and we all have to get involved. This is SBVCs program, we can develop the program to fit the student’s needs at SBVC. There is going to be an event on 12/4/18 and classified employees are encouraged to attend—lunch will be served. There will be other training opportunities to learn more about guided pathways. There was a time of questions and answers.

New Business/Discussion:

- A. **Quorum—Define for 2018-2019 FY:** The E-board met and reviewed the bylaws and constitution on the number of people needed to meet a quorum. The current number is eight (8) and sometimes we don’t meet the quorum and cannot facilitate a meeting. The bylaws/constitution don’t have a specific number, but a formula. The E-board agreed that six (6) would be a good number for a quorum, and put this on the agenda for discussion with the members. **Dena Peters motioned** to change the number to meet quorum from 8 to 6; **Phylcia Sanchez 2nd the motion.** There was discussion on this issue and the constitution language. Judy explained we currently have six (6) senators and five (5) on the E-board, which equals 11—this is how we determined the new quorum number of 6. Additional discussion on previous minutes of 9/9/16 where the members agreed to change representation areas for senators, taking out unit representations. We will have 3 units only and we will take out the area and building representation. All were in favor of the motion to change the quorum number to 6; approved by general consensus.

CLASSIFIED SENATE MEETING MINUTES

- B. Thanksgiving Baskets: Looking for turkey donations. Follow-up with Mary Valdemar on donations. Judy to send updated out on donated items. Suggested posting flyer on the website. November 19 is our distribution date. Debbie Gallagher is decorating the gift boxes. Barbara Nichols and John Feist said they are interested in helping out with this effort. Donated items are due November 16.
- C. Constitution/Bylaws Adhoc Committee: Handouts of the constitution and bylaws were available for attendees. Judy is looking for interested employees to participate in reviewing the constitution/bylaws. This process has been ongoing, but so far no completion. We want to establish an Adhoc or subcommittee for this task. Angela Grotke mentioned the process started with Aaron Beavor, and we were reviewing these documents in regular classified senate meeting, and that it would be better to have a committee to review the constitution/bylaws. **Barbara Nichols motioned** to establish a committee to review the constitution/bylaws; **John Feist 2nd the motion**. Approved by general consensus.
- D. Fundraising Adhoc Committee: This is another project that needs a committee to be created. Judy suggest Phylicia Sanchez could chair this committee since she is the treasurer for classified senate. **John Feist motioned** to establish a committee to handle fundraising; **Ernest Guillen 2nd the motion**. Discussion on other employees to invite to participate in this committee—Gloria Kracher, Mary Valdemar, Ernest Guillen; Anabel Martinez. Barbara Nichols referred Gina Guerrero in getting people to help in a fundraiser. This item approved by general consensus.

Reports:

- A. Associated Student Government (ASG): N/A
- B. Academic Senate: N/A
- C. SBVC President's Report:
 - Judy met with Celia Huston, Academic Senate president to build a relationship; also looking at CHC Classified Senate to build relationships.
 - Judy also attended a meeting on Caring Campus for classified professionals, she said that is it our time now. More follow-up events to come to the campus.
 - Judy met with the President on the issue of how many committees can a classified employee be on? Angela Grotke said historically, it was two committees. Both the President and Judy to look at what the contract says on this.
 - There is a VPI Meet & Greet on 11/13/18.
- D. Senator's Report:
 - Barbara Nichols: Attended District Strategic Planning Meeting, discussion on parking fees, tickets, etc., bring approx. \$300K, which goes to the president and not police.
 - Judy Rodriguez: District Assembly working on policies, and now looking at whether or not we need a district assembly. Question is what did they do before they started reviewing policies?
 - Dena Peters:
 - We had guests from the accreditation team attend and made a presentation in preparing for the two-year timeframe to prepare the self-study for the next accreditation visit.

CLASSIFIED SENATE MEETING MINUTES

- John Feist requested training for classified employees on how to agree to disagree and not have any retaliation from a manager.
 - Discussion ensued on managers approving staff to participate in a committee, vs. yoga classes and professional development workshops; onboarding and how to participate in campus functions, what are the expectations.
- E. Classified School Employees Association (CSEA): N/A
- F. Treasurer's Report: Judy gave the update on the budget—there is \$1,875.88 in the scholarship fund.

Open Floor—10 minutes:

- We have another subcommittee to consider for scholarships. Discussion ensued on the process. There is a deadline date of 1/31/19, so we should think of holding a meeting soon, next week. We can have an open meeting invitation to all classified staff to seek interested staff participation.
- Continued discussion in participating in committees without retaliation.

Meeting Adjournment: The meeting adjourned at 2:30 p.m.

Minutes submitted by Dena Peters, Classified Senate Secretary