

# CLASSIFIED SENATE MEETING MINUTES

---

NOVEMBER 8, 2019

12:30-2:00 p.m. – President’s Conference Room, ADSS/207

**Call to Order:** The meeting began at 12:30 p.m.

**Roll Call:** See attached sign-in sheet.

**Approval of Agenda:** Dena Peters motioned to approve the agenda; Kay Dee Yarbrough 2<sup>nd</sup> the motion. Agenda approved as written.

**Approval of Minutes:** October 11, 2019--Kyle Stroud motioned to approve the minutes; Raina Okray 2<sup>nd</sup> the motion. Minutes approved by general consensus.

**Public Comment/Guest:** Justine Plemons, Promise Program—Justine Plemons shared information on the Promise Program, which provides free college to high school graduates. She distributed a handout, brochure of the program. The deadline to apply for this program is Jan. 31, 2010, for high school students, class of 2020. There seems to be a lot of misinformation, want to clarify. This program includes high school students from the feeder high schools and also continuing ed high school. Justine said we need better representation and also a good tracking system—electronic/automated follow-up—to make this program successful. There was a Q&A time, students must complete the FAFSA, IEP/DSPS.

## **Reports:**

- A. **President:** The ***Thanksgiving Basket Drive*** is in place—looking for donations for food as well as store gift cards. Judy to attend CSEA meeting on 11/18, will see if CSEA would like to help with the drive. We will put the baskets together in the concession stand, looking for volunteers. Looking for classified employees we can nominate who can benefit from receiving a basket. ***District Assembly—AP/BP***—Judy to send an email out to classified staff to review AP/BPs being revised. ***Halloween Bash***—canceled due to not enough interest. ***Scary Grams***—fundraiser went well (70 scary grams delivered).
- B. **Treasurer:** Judy reported in Phylicia’s absence—she reviewed a handout, report not updated, no deposits, concession—we need help 11/9/19, opportunity tickets.
- C. **CSEA:** Ernest Guillen said this semester has been slow for the union; ***Floating Holiday***—same as birthday, attached to calendar year, use it or lose it; looking at next year having Jan. 1 and 2 off for holiday break. ***Classification study*** is done with the interview

process, job descriptions are next. **11/1/19 incident**—discussion on what took place and thanks.

D. Others:

- a. Guided Pathways: Christie noted these community meetings are open to all; she is working on data for the campus climate surveys and the qualitative analysis—morale is still down; she said she can answer any questions re: AB705 because she was part of the matriculation committee (noted that Yancie Carter attended a previous meeting and talked about AB705).
- b. Facilities Committee—discussion on 11/1/19 lockdown and the power outage.
- c. Budget Committee: Girija Raghavan said Scott Stark reviewed the budget/district budget.
- d. EEO Committee: Mary Valdemar noted not making good gains in diversity, promoting from within.
- e. Classified Connection Subcommittee: Casey Thomas to chair this subcommittee.
- f. Safety Committee: Casey referred to the district-wide safety committee and taking the lead on issues and blackouts.
- g. Technical Committee: John Feist said there is issue with student email copies due for replacement RFP; helped with district move in stages.

**New Business/Discussion:**

- A. Thanksgiving Baskets funds \$100 (Back-up): **Dena Peters motioned to approve this item; John Feist 2<sup>nd</sup> the motion.** Approved by general consensus.
- B. President's Holiday Basket Fundraiser \$200: **Christie Gabriel-Millette motioned to approve this item; Raina Okray 2<sup>nd</sup> the motion.** Discussion on themes for the holiday basket, this supports scholarships—giving/winter themes suggested.

**Discussion:**

- A. Lock-down and Power Outage Events on 11/1/19: Notification; bring to management/board, outcome/thought process, 4491/4492/SBVC, security alert/response, worked/did not work.
- B. Scholarships:
  - a. Applications Open
  - b. Classified Recommendations for Students
  - c. Payroll Deductions
- C. Upcoming events:
  - a. Thanksgiving baskets, 11/1/10 to 11/20/19, (collect), 11/22/19, give-away
  - b. Chancellor's Holiday Gathering 12/2/19, New District Office 9:30 a.m.
  - c. President's Holiday Gathering 12/12/19, Campus Center, 11:00 a.m.

d. Classified Senate Holiday Gathering 12/17/19, B/100

**Open Floor—10 minutes:**

- A. Discussion on recent fires and language pertaining to people who are unable to make it to work due to road closures. CSEA has a disaster fund, but there is no language pertaining to employees and time off due to extenuating circumstances, e.g., unable to come into work due to road closures and evacuations.

**Next Meeting:** December 17, 2019, B/100 (Holiday Meeting)

**Meeting Adjournment:** The meeting adjourned at 2:40 p.m.

Minutes submitted by Dena Peters, Classified Senate Secretary