

CLASSIFIED SENATE MEETING MINUTES

FRIDAY, AUGUST 14, 2020
1:00-2:30 p.m. – Via Zoom Conferencing

Call to Order: John Feist called the meeting to order at 1:05 p.m.

Roll Call: See Sign-in Sheet

Approval of Agenda: Judy Rodriguez motioned to approve the agenda; Ernest Guillen 2nd the motion. Agenda approved by general consensus.

Approval of Minutes: Minutes were tabled to the next meeting in September.

Welcome to the Classified Senate:

Introduction to the Classified Senate.

What is the role of the Classified Senate? John Feist said elections took place for open positions and these newly elected took charge on July 1, 2020. I am the president, and we'll have the other members of the e-board go around and introduce themselves. Ernest Guillen, Vice-President; Phylcia Sanchez, Treasurer; Dena Peters, filling in for newly elected Secretary, Anabel Martinez, currently off on leave; Angela Grotke, Historian; and Kyle Stroud, Communications Officer.

Who is your Senate Executive Board and what are their roles? John Feist explained that the Classified Senate Senators are here to represent classified employees in the collegial process. There are still vacant spots and we look for staff who might be interested in volunteering as a senator for a year, after which we will have another election.

How do Classified Professionals get/stay involved?

Committee Work & Reporting: The senate is currently reviewing the most updated committees list to see how classified staff is represented on collegial committees. There are several vacant positions and we encourage classified employees to participate by serving on committees. The goal is to have those serving on committees report back to the senate on what is going on in the committees. This can be done by sending an email to Kyle Stroud, at kstroud@valleycollege.edu. Employees can report out themselves or have a report sent in to share at the meetings. We also have our constitution and bylaws to refer to as a guideline on the collegial process. It is important to share feedback from committees, including those at the district level, we want to be sure that we are informed and heard as a group. Classified need to be a part of the process, and we want to be sure our voices are heard—we want to unite as a

group, and not just working in silos, but work together on issues and problems. The President's Office maintains the committees list and the next update is due in September. John has been trying to contact those on the committee list to see if they are actually participants and let them know that we would like feedback on what is taking place in the committees, bring back to the Classified Senate.

Special Guest: Diana Rodriguez, SBVC President, got into the Zoom meeting, and talked a bit on the sustainability committee and reviving the committee on campus. She commended all classified for their efforts in making working from home work, although it can be frustrating, as we enter into the fall, she just wanted to thank everyone for their support moving forward.

John Feist reiterated the process of serving on committees, is to know what is going on at district and on-campus, encouraging all to be a part of the processes, even if they've been here a long time, this is a new time to get involved and not assume everyone knows everything—sometimes we have to hear it again. We have policies and procedures, which were created by us, and if they are not working, then we can work to change them.

General Meetings & Open Forums: Ernest Guillen said there was a question on what Senators do—he explained that Senators will share information on classified senate meeting and open forums with the classified employees in the specific area they are representing.

John Feist talked about classified employees attending other meetings, learning how they operate, and learning from them, participating in public comments. We want classified senate to get to a point where others can come and make public comments, like other committee meetings. Learning by observation and example will help us to be a better collegial group.

Volunteer & Fundraising Opportunities: John Feist capped on what the Classified Senate does in its fundraising efforts to support scholarships, for students and for employees. Due to COVID-19 we have been limited on our fundraising efforts and are open to ideas and being creative on fundraising events. We have a fundraising committee, anyone interested can send an interest email to Kyle Stroud. We also have a general email for the senate, svcclassifiedsenate@valleycollege.edu

Pay Deductions: Phylcia Sanchez talked about donations by employees is available via payroll deduction. There is a form, and we'll have our communications officer send that out via email. She explained how to fill out the form, which can be sent to her.

Ernest Guillen wanted to explain the fundraising efforts has been to support student scholarships. We did a lot of athlete activities fundraising at the snack bar, but that went away

with COVID-19. We want to continue to support this effort, and payroll deduction is another way to do that.

Agenda Items:

Accreditation--ISER Approval: Celia Huston attended the meeting and shared information on the upcoming accreditation visit on Oct. 12-15. The ISER (Institutional Self-Evaluation Report) was put together by myself, Dena Peters and Kay Dee Yarbrough, want to recognize them for their efforts. This report is a snapshot in time from the last accreditation visit in 2014. We are working on an addendum to update the last few months of campus activity. Our first accreditation committee meeting is next week.

John Feist mentioned that he knows not everyone may not have read the entire report, but there are portions of the report that may be of interest to you in your related your specific areas. We want to entertain a motion to accept the report—**Ernest Guillen motioned to accept the report; Kay Dee Yarbrough 2nd the motion.** There was one abstention (Kyle Stroud). Approved by consensus. There was discussion on the ability for every classified staff to vote on classified senate items.

General Senate Meeting Timeslot Change: John Feist raised the issue of changing the time for the general meeting and open forums. He explained we previous had one meeting a month, then changed to twice a month during remote working from home. Then the 2nd meeting was changed to an open forum for open discussion on current issues. There was brief discussion with Dena Peters explaining on the timeframe for the meeting—it was lunchtime, we had lunch provided, but now that we're home, we could still do a working lunch meeting. **Amanda Moody motioned** to continue the meetings as regularly scheduled during the academic year; **Dena Peters 2nd the motion.** Approved by consensus.

There was discussion on the open forums, Ernie Guillen highlighted recent topic discussions at these meetings which touched upon systemic racism on the campus/district; and that these open forums would be open to discuss any issues that affect classified staff.

Added discussion ensued on bringing back the sustainability committee. Both Mary Valdemar and Christie Gabriel-Millette spoke in support of reviving the sustainability committee.

Committee List and Reporting:

Discussion:

Open Floor—10 minutes

Next Meeting:

Meeting Adjournment:

Minutes submitted by

DRAFT