

SUMMARY

I. Call to Order: 11:02 pm

- o Acknowledge Members & Guests
 - o **Board members present:** Michael Monsour, Juan Renteria, Ashley Murphy, Fred Bobola, Vida Manzo & Marilyn Jimenez
 - o **Guest members present:** Kerry Carlson (CSEA President), Matt Crater, Brenda Clarke, David Gonzales (ASG Student Trustee), Debbie Sall and Mary Brunty
- o Officer Notes, Area Business, Ground Rules, **Juan Renteria (PIO Officer)**
 - o Meeting ground rules were explained.
- o Treasurer's Report, **Vida Manzo**
 - o Classified Senate currently has \$1,224.08 in available funds as of today 10/13/2020. Examples of past uses for funds were given such as awards, holiday grams, raffle tickets, guest speakers and professional development and travel. An idea proposed to grow the accounts through Virtual fundraising such a Virtual Trivia Night. The membership show 60% were in favor of attending a Virtual Trivia night.
- o Recruitment & Feedback, **Ashley Murphy & Fred Bobola (Senators)**
 - o A reminder that the Classified Senate Participation Form is available on the Classified Senate website. All classified staff are encouraged to provide feedback and reach out if anyone is interested in participating in any Classified Senate events.

II. Good of the Order (Open Floor) :

A space for comments on any item not on the agenda.

Request to Speak- **CSEA/Kerry Carlson**

- o This item was moved up on the agenda to allow more time for discussion with classified staff. The idea is to provide a space during the meeting for classified staff to share their thoughts, ideas or concerns.
- o **Comment from Kerry Carlson:** Adjunct faculty have potentially negotiated a 2% salary increase (pending board approval). CSEA's Labor Negotiations Team had asked for a "Me Too" clause to the district, when agreeing to the 0% increase for classified (still pending vote in CSEA).
- o **Message from Classified Senate President:** Our thoughts are with the student who recently tested positive for COVID-19. This is a reminder that we all need to continue to practice safety protocols and social distancing in order to continue to keep ourselves safe.

III. Classified Spotlights:

- o There was a reminder that if anyone has something they would like to share that the Classified Senate wants to hear about it. The Classified Senate spotlight is here to inform and spotlight any concerns, passion or need.

- o Update on Athletics during COVID, **Matt Crater**
 - o There are currently no sporting events taking place at the moment due to COVID-19. There are many students who are on a time clock and many students could be impacted due to not being able to play at sporting events. Many of the student athletes have been utilizing the TLC lab however this was limited due to the COVID-19 safety protocols. Student athletes are now taking 11-12 unit's average. There was a clarification that as soon as student athletes enroll in 12 units they have 5 years to play. By not having students enroll in the 12 units this would stop their clock. This is significantly lower due to many students now being in a remote learning environment. There are 70 out of 130 students who have been dropped from the classes. This may be a result of student-athlete motivation being down. Faculty have been doing what they can to help students stay motivated during these difficult times.
 - o Special thanks was given to Matt for helping to create personal engagement with students and helping students find the resources they need. It is not clear what the NCAA will have to say in terms of rules going forward.
 - o **Canyons Promise:** There are many student athletes who have been dropped for not being enrolled in 12 units. Many of these students dropped because if they remained enrolled it would take away 1 year of their sport-eligibility. By not having student athletes enroll in 12 units, this also will prevent them from enrolling in the 2nd year of the Canyons Promise program.
- o Update on **BaNC, Brenda Clarke**
 - o COC is currently in partnership with CSU, Chico and COC is a subcontracted of Chico state in regards to the **CalFresh program** (formerly known as Food Stamps.) Brenda encourages all classified staff to help spread the word and inform all students about the **CalFresh** and many other resources available at the BaNC center. The BANC website has a separate link available for the **CalFresh** application. This link allows students to get pre-screened. BaNC center also provides zoom meeting times Monday to Thursday so that students can log-in and ask questions and learn about what other basic need resources are available for them. The website also includes a **list of Food Banks**. There is a possibility that Brenda may be able to connect with the Ralphs grocery store regarding obtaining food donations. If this is re-established, there will be a need for classified/other volunteers to help pick up the food and deliver the food to the BaNC center while maintaining LA County social distancing guidelines.

IV. Discussions

Board of Trustee ASG Election Event/Your Questions For Board Candidates

Trustee, David Gonzales

- o ASG will be hosting an upcoming LIVE! Board of Trustees Candidate Forum/Town Hall on Saturday, October 17, 2020 at 7:00pm. This event will take place with candidates and will be an opportunity to hear their vision and ideas for the college. Questions can be submitted **via a google form through the Commission Forum**. All questions will be read but there is no guarantee that all questions will be answered. It was also clarified that questions will not be fielded live. The candidates have also reached out to the Classified Senate to see if there are any questions anyone would like to submit on the form.

V. Voting Areas, Fred Bobola

- o A **map of the voting areas** was shared. These maps are currently available online. An **LA County Precinct Map website** was also shared. This page is interactive and anyone can

type in their mailing address to locate their voting and precinct area.

VI. Update on mental health resources, and a note about the EAP services

- o The idea is to continue to develop mental health resources during this COVID-19 pandemic. There was a reminder that the “Ask a Psychiatrist” events have been scheduled again. There are plans to add mental health resources to the Classified Senate and college website. The resources will cover a broad area such as marriage and family, substance abuse etc There are free sessions that are run by the provider.
- o There was a reminder that the Employee Assistance Program (EAP) is also available to employees. It offers multiple free sessions with counselors, financial advisors, lawyers and more. . A link to this PDF flyer will be posted on the website.

VII. Social Media Update, Marilyn Jimenez (Secretary)

Newsletter announcement and naming poll.

- o Social Media Update: There are currently 120 followers and 171 who are following us on the @cocclassifiedsenate Instagram. There are also 27 people who have liked the @cocclassifiedsenate Facebook page with 32 followers. There was a reminder that if anyone is interested in helping out with social media to please fill out the participation google form on the website.
- o Newsletter Announcement: Classified Senate will be launching its first ever Classified Senate Newsletter. This newsletter will be different in that it will be an informative and critical thinking piece. There is a need for more writers and for anyone who would be interested in helping out with the Newsletter articles. Or if anyone has any ideas for possible newsletter topics or classified spotlights to please fill out the participation google form. A zoom poll was conducted and the result demonstrated a tie between “That’s Classified” and “The Classified Edition” as possible Newsletter names.

VIII. Committee Updates:

- o **CPC: New Operating Procedures /Political Activity Policy/Workplace Violence Plan/Personnel Files updates, CPC Members**
 - Political Activity Policy:
 - o Classified requested that this policy include that there should not be any political coercion by any employee to another towards. No one should feel forced to support a candidate etc.
 - Workplace Violence Policy:
 - o This policy emphasizes that it is not appropriate to have workplace violence. People should not be allowed to throw items, slam doors or destroy district property in a fit of rage. No administrators should be violent towards a staff member or vice-a-versa. Staff members should also not be violent with each other. People need to feel safe in their work environment. Having this additional language is seen as positive change. It is difficult to define emotional abuse. This however, should also not be tolerated and if anyone is experiencing emotional abuse they need to reach out to the Union and/or HR.
 - Personnel Files Policy:
 - o This policy creates an opportunity to allow for members to add positive items to their personnel files such as adding certificates, degrees, awards, recognitions or any other form of major accomplishments (the criteria will be included in the pending policy).
- o Professional Development Report, **Debbie Sall**

- Lean Smith has resigned and Jamie Page is now the new member. The annual “Needs Assessment Form” will be sent out in Nov. The form is available for people to submit ideas for speakers and workshops.
- o Pac-B, **Mary Brunty**
 - The PAC-B sub-committee has built new guidelines. There are many budget cuts which have already taken effect in many departments. Pac-B needs clarity about the number of members and who can vote from each constituent block.
- o Halloween This Year
 - This year’s party will be held virtually. Members can win prizes for presubmitted best pumpkin carving, and pie eating contest. The day of the event the best costume will win.
- o IE² Update, Vida Manzo
 - IE2 is centered on Guided Pathways and makes the student pathway more simple. The purpose of IE2 is to make sure that the way that COC students are experiencing college is not fragmented. It is also a way to help students know where to get resources they need. There are more classified members needed to serve on IE2. All students attending Classified Senate are encouraged to also join and attend IE2 meetings.
- o Other Committee Updates From The Membership
 - none at this time

IX. Trivia Game: [Chance to Win \\$10 E-Gift To Amazon](#)

This week’s winner- Lisa Raigosa

Adjournment: 12:00pm

Next Classified Senate Meeting:

Tuesday – Nov. 10, 2020 • 11:00am – 12:00 pm. Location TBD

Actionable items generated out of
today's meeting

Actionable Item	Deadline	POC	General Topic