

---

## SUMMARY

### I. Call to Order: 11:01 am

- Happy New Year! - Acknowledge Members & Guests
- Attendees: N=52 + E-Board
- Officer Notes:
  - A. **Fred Bobola** - Area Business, Ground Rules
  - B. **Michael Monsour (President)** Brief Update on Release Time and 9+1 Proposals | Notice of Constitution and Bylaws Amendments (new Ad Hoc Committee to Revise Senate C&B)
    - **Status of 9+1 and Release Time Proposals:** Michael will be meeting with both Dr. Dianne Van Hook and with Dr. Diane Fiero tomorrow to discuss the status of the 9+1 and release time proposals. The Executive Cabinet is reviewing the proposals (awaiting feedback).
    - **Changes in Classified Senate Leadership:** Justin Hunt is withdrawing from the Classified Senate Vice President position as he is now the new CSEA Vice President. Congratulations to Justin Hunt!
    - **New BOT President:** There is a new Board of Trustee President - Dr. Edel Alonso. Dr. Alonso attended the meeting and briefly introduced herself to the membership.
    - **New Ad-hoc Constitution & By-Laws Committee:** It was communicated that there will be a new Ad-hoc Constitution & By-Laws workgroup that will be formed. The E-board is seeking classified members who would like to join this work group. The group will focus on revising and revamping the existing documents. Particular focus will be given to expanding the senator positions on the board to represent more services areas. It was noted that the Academic Senate holds 22 senator/board seats (10 senators representing the various education schools, 5 “At-Large” representing every 40 full-time tenured faculty, with 3 adjunct faculty, one seat for the chair of the Policy Review Committee and one for the chair of the Curriculum Committee). In contrast, the Classified Senate has 2 Senators. While the Classified Senate will not expand to 22 seats, discussions will take place during the C&B’s work group to determine

how many positions should be on the board to assure adequate representation.

- **Reclassifications:** Public notice: There are Classified Senate E-board members who are in the process of going through a potential reclassification evaluation. Michael noted that he was one of these members who hoped to reclass this year. While this information is personal, he wanted to notify the membership publicly of this possibility, in an effort to be transparent. Should any member believe that this would result in a conflict of interest on any matter under the Senate's purview, they should notify the E-board who will discuss the matter further.

**C. Dr. Vida Manzo (Treasurer) Treasurer Report**

- There is currently \$1,224.08 in the Classified Senate fund account. Approximately \$80 of the funds have been recently earmarked for purchasing stock photos for the Classified Senate Newsletter or to use for the trivia prizes at the end of the open meetings.
- **Program Review:** Dr. Fiero will be helping to guide the Classified Senate on submitting updates to our program review. It was noted that program review may be a good avenue to request on-going funds for supplies.
- **Funding plans for spring 2021:** There are plans to partner with local
- restaurants to do fundraising. This is also a way to support local business. There was a discussion about partnering with restaurants that offered contactless delivery, curbside pickup, etc. so that there would be multiple options for members based on their comfort levels.

**D. Marilyn Jimenez (Secretary) Where to find past meeting summaries**

- The summary from the last Classified Senate Open meeting, which took place on November 10, 2020, has been added to the [Meetings & Agendas page](#). All open meeting agendas are also uploaded to this website along with all agendas from past years meetings. Current navigation links are loaded at the bottom of the page. These links will be moved to the top of the page so that links are easier to find in the future.

**D. Ashley Murphy & Fred Bobola (Senators) New Year recruitment efforts**

- There was a reminder that there will be an "E-Board Open House" meeting soon, where people could see what serving on the board is really like. Anyone interested in joining a workgroup (e.g. C&Bs or Anti-Racism Resolution), or, those who want to get involved with the "Classified Corner"

podcast should get in touch.

- **Committee Interest/Involvement Poll**: A poll was launched during the meeting. The goal of the poll was to determine what roadblocks/barriers classified had faced preventing them from joining committees. Poll results demonstrated that: 78% felt that a main reason for not participating in additional committees was due to a lack of Release Time. This was followed by 39% who felt they “weren’t properly trained.” 22% felt that they were not made aware of how to join or help, and approximately 10% did not feel their supervisors would support them joining a college committee. Of note, 0% reported they weren’t interested in activities outside of their normal job duties. (Note the sum is X>100% because membership could mark all that applied to them).

II. Good of the Order (Open Floor): For comments on any item not on the agenda.

- No comments were made during this item.

## Classified Spotlight

III. Ethics in Institutional Research. Catherine Parker

- Catherine shared her comments and thoughts on a recent *Ethics in Institutional Research* meeting she attended. The meeting addressed questions such as, “How are we allowing inequity to continue? “How can data be disaggregated?”-- She gave the example about looking at
- non-traditional measures, such as reviewing student conduct data for disproportionate impact. She also discussed the composition of workgroups and sub-committees, and noted it is important to have diversity represented in these groups that steer decisions. She closed by emphasizing the importance of not having a “fixed mindset “and how it is beneficial to have various perspectives in decision-making.

## Discussions

IV. New College Mission Statement Proposal:

The members will read/review and **vote** on the proposed College Mission Statement options to send feedback to the CPT.

- Examples of two different mission statements were shared during the meeting. The two versions of the mission statement (one from the CPT / one from the E-board). These were relabeled as versions “Y” and “Z.” Members read the two versions without knowledge of which statement came from the E-board and which came from CPT directly. The membership voted for version “Z” (75%)

– which was the modified version from the Senate E-board. Thus, Michael will send an email to Dr. Torres to explain the preference to the administration and CPT. Several members unmuted to describe why they preferred the modified language over the original CPT version. In summary, the comments revolved around the notion that the CPT original version lacked enough defining details about what our college offers.

V. Delineation of Duties:

Classified Senate and Classified Union - The basics of who does what?

**Michael Monsour (Senate President) and Andrea Varney (Union President)**

- The two presidents discussed the differences between the two groups. They noted that the Senate has a broader scope (issues pertaining to the College), whereas the Union is focused on working conditions (issues pertaining to individual's contracts). Examples were given of areas each group would focus on.

VI. Anti-Racism Resolution

A motion to develop a resolution was approved at the Nov. 2020 meeting. A discussion on the next steps and writing team lead by **Vida Manzo and Marilyn Jimenez**

- Call for volunteers to help draft the resolution. The leads are looking for any classified staff who have a passion for this movement, who have ideas they want to share. The leads are also looking for people who can help with capturing the voices of the classified staff. For example, anyone who has served as part of the Equity Minded Practioners (EMP) Workgroup or in the development of the Multi-Cultural Center (MCC). The group will focus on reviewing prior resolutions example in order to develop language which matches our local needs. Anyone interested in serving on this workgroup does not need to have prior resolution writing experience. Contact Vida or Marilyn for further details or if interested in serving on this work group.

VII. Social Media/Newsletter Update, Marilyn Jimenez

- That's Classified! : Newsletter released in December & posted to website.
- Feedback and Other Information: Michael was contacted by a 4CS board member who was interested in using some of our articles for a state-wide publication (they liked the newsletter!).

VIII. Committee Updates:

- Pac-B/CPT/CPC/ IE2/Prof. Development
  - **Update: Prof. Development – Debbie Sall:** FLEX week for SP21 will

be scheduled soon.

IX. **Trivia Game Winner:** Congratulations to Nick Schutz for winning the trivia game.

I. **Adjournment:** 12:03pm

- **Next meeting is Tentatively Scheduled for February 9th, 2021**