



SUMMARY

I. Call to Order: 11:02 am

- Acknowledge Members & Guests
- Officer Notes:

A. **Juan Renteria (PIO Officer)** Area Business, Ground Rules

B. **Michael Monsour (President)** Election nominations for officers opens in January!

- Classified Senate Open Meetings: No Classified Senate Open meetings will be held in June or July. If an emergency meeting is needed, that will be scheduled and the membership contacted accordingly. Upcoming meeting dates/times for Fall 2021 will be posted to the website. The E-board will be focusing on other projects during the summer. These projects include the Classified Senate podcast and the Classified Senate Newsletter.
- Nomination Period: The nomination period has been approved with the passing of the Classified Senate Constitution & By-Laws. Any classified members who are interested in running for an officer position can do so with a nomination starting January 1st. The elections are expected to be held in February or March of 2022.
- E-Board Meeting Open Houses: The meetings will continue with the e-board and are held in open-house fashion.

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

- The current balance is at \$1,139.08. There is a pending deduction of \$40. The \$40 were donated to the Professional Development committee for the raffle prizes. There have also been \$20 allocated for trivia games. After this deduction the current balance will be at \$1,079. There was a request for ongoing funding made as part of Program Review. Classified Senate is still awaiting a response.

- Wolf Creek Restaurant Fundraiser: A coc-all email went out regarding the fundraising event taking place with Wolf Creek Restaurant. Classified are encouraged to participate as this event will help raise funds for the Classified Senate. Classified can order online or do take out. This event has been posted to IG and FB. Classified are encouraged to order via the link provided and select “fundraiser” when ordering.

D. Marilyn Jimenez (Secretary)

E. Ashley Murphy/Fred Bobola/Justin Bradshaw/Yarely Gonzales/Joanna Kelly/Nick Schutz (Senators) Recruitment efforts (New Senator Introductions!)

- The passing of the new Constitution & By-laws has allowed for the expansion of the Classified senator positions. The goal is to continue with growing the board so that there is better representation across our campuses and departments. If there is anyone who is interested in serving on the board, they can reach out to Fred and/or Ashley.
- The New Senators were introduced.

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

- ASG Social Media Request Form: ASG Dept has created a new online social media request form. Once ASG receive a request they are able to promote events on FB and IG and can help Classified Senate with promoting upcoming events such as fundraisers. Everyone is encouraged to submit the request 3 days prior to the day of event.
- Maritza ISP Update: ISP has been participating in various internalization efforts, various virtual recruitment and has been connecting with various universities. There is a new pilot program that is looking to connect students from Nepal, China, Japan and other regions with staff and faculty. If anyone has any questions about this program they are welcomed to reach out to Maritza. Michael has also worked with Maritza on the COC Global group to help build opportunities for classified involvement.

III. Temperature Checks

Polling the membership on range of issues

- Three separate sets of polling questions were launched to help survey

the Classified constituency. A total of **37** classified attendees were surveyed.

Question #1: "If we had another food fundraiser, what type of food would you be most interested in?"	
American/Café (Hamburgers/Sandwiches etc.)	14
Mexican	24
Desserts (E.g., Cold Stone)	14
Thai Food, Japanese Food or Chinese	14
Middle Eastern	9
Pizza/Italian	20

Question #2: "For our podcast "Classified Corner" what topics are of interest to you?"	
Places to Visit	23
Movies reviews and/or video game reviews	11
Places to Eat/Drink	23
Music	14
Life Stories-where people grew up and how they got to COC etc.	23
Cooking	10
Crafts/DIY	14
Repair tips and tricks	18
Sports	7
Automotive Talks	1

Question #3: "What types of articles would you be most interested in reading about in our Newsletter "That's Classified?"	
Opinion pieces about COVID-19 and Return to Campus Plans	23
Articles about Pets, Cooking or other topics and Tricks and Advice	16
Interview with classified about campus culture	15
Opinion pieces about where we are heading next	21
Interviews with Classified Staff about their non-work activities and hobbies	18
Interviews with Administrators about their perspective on the college/college culture	16
Cartoons and puzzles	9

IV. Misc. Updates:

Classified Spotlights

1. Cynthia Madia and the Health Ambassadors
 - a. This program was started by the Student Services department. Student Health Ambassadors ensure people are wearing their face mask and provide other guidance. They also ensure people are completing the Health log. Those who complete the Health log will receive a sticker. It was noted that the Counseling Department is still not open. There are computers available in Canyons Hall. Justin Bradshaw has been working with this team and is available to provide PPE equipment to staff.
2. Joanna Kelly - what's happening with graduation and how you can help!
 - a. A Campus Life email has been recently sent out. There will be an alternative event to the regular commencement due to the pandemic. There were plans to host the next commencement at the Cougar Stadium however due to COVID -19 restrictions it will now be hosted in the Honor Grove. Commencement will be hosted between Wednesday, June 2nd and Saturday, June 5th from 1:00pm – 4:00pm. Students will be allowed to take 2 guests. Students will be able to get their photo taken. There will be a virtual component with pre-recorded speeches. There is still a need for readers/volunteers. There is a doodle poll link that classified can fill out to input their availability if they want to be readers. Any question can be sent to Kelly Dapp. There will be 2 health ambassadors present and each of the dates will be scheduled in 2-hour increments.

Anyone interested in participating in the Classified Spotlight at the next meeting can email any of the e-board members.

V. Discussions:

- That's Classified! Summer/Fall Edition of our Newsletter
 - The idea is to release an article over the summer or early Fall. If anyone would like to participate, or has journalism experience, they can reach out to the e-board. Looking for contributors - got a story to tell?
- Classified Corner Updates, **Ashley Murphy, Juan Renteria, Nick Schutz** (Podcast Episodes in progress)
 - Special thanks to Ashley for helping to put this project together. The idea of Classified Corner is to have conversations with other classified professionals. This will be an opportunity to learn about each other. Nick and Juan and Ashley have recorded a few episodes. Ashley has helped with a teaser video. Also, special thanks to Justin Bradshaw

who sat for an interview.

- Classified Senate website- Marilyn Jimenez
 - The Classified Senate website has been updated. A new interest form has been added to the home page. There is also a new Classified Senate Representative Organizations. This page now includes information on different roles for both CSEA and Classified Senate. In addition, there is now information on other affiliated organizations such as the 4CS. The Classified Senate has also entered the 4CS website competition.
- The latest from the Union: The new MOU was recently approved by CSEA. There were several polls run at the last CSEA meeting. Any questions or concerns - please let Andrea Varney know. Shout out to Justin Bradshaw for providing PPE equipment during the pandemic. CA Governor Gavin Newsom has approved a \$75.7 billion surplus. This will help the COC budget, though we are waiting on more details.
- The Cares Force! (Caring Campus Phase 2) : What now/next?
 - This program is to help create a better connection with students. There is a 10ft rule that if a staff member is near a student, they can ask or offer their help. Anyone interested in this project can reach out to Michael.

Committee Reports:

- New Year of Committee Appointments ahead.
- Food Committee: (Jonna Kelly)
 - The committee met recently. Ethan - the owner of the Coffee Kiosk - did briefly open, however, there was not enough traffic and the coffee kiosk was closed down again. Ed in Cougar Café has retired. There are no plans to have a full return for fall for food. There was a recent food vendor event at CCC. There were 22 vendors who expressed interest, but little follow-through. ISSI is interested in offering vegan options. Any food recommendations can be sent to Joanna.
- CPT: (Yarely Gonzalez) There is a need for more classified staff on this committee. CPT recently worked on the mission statement.
- CPC: A recent policy was passed which is the AP 3910, Time, Place & Manner. This policy allows the Classified Senate to publish letters without censorship.
- Enrollment Management: (Vida Manzo)
 - The meeting focused on the Student-Centered Funding Formula and on Supplemental Allocation. Outreach from Financial Aid has been maintained. There has been a decline in overall enrollment. District has

been given an emergency allowance; this will not impact the colleges funding.

- Pac-B/Prof. Development, or other committee updates from the membership (Debbie Sall, Mary Brunty)
 - Thank you to everyone who completed the survey.
- Accreditation: 27+ members have been hard at work to help with the ISER draft.

VI. Trivia

- Ashley Basset won the \$10 Trivia (newfoundland)

Adjournment: 12: 05 pm

| Next Meeting Will Be In The Fall Term TBD (Happy Summer!)