



**Classified Senate Meeting
October 5, 2023**

Meeting Minutes

Senate Members: Ashley Bell (CTE Senator), Ally Chaudhry (Instructional Wing), Nelson Contreras (Senator At Large), Heather Dann (President), Kristen Hill (President's Wing), Jill Kiefer (Past President), Yadira Lopez-Daly (VP, Communications), Chad Miller (Admin Services), Kaori Nakama (VP, Finance), Nikki Nguyen (Student Services), Bre Ritter (President-Elect), Diana Rochat (VP, Committee Membership & Outreach), Monica Rodriguez Prado (M&O Senator), Pratik Solanki (IT Senator)

Items:

1. Welcome and Call to Order

2. Campus Safety Exercises – Rick Hicks and Tim Vu

- a. Some points identified by the active shooter training
 - i. Campus safety officers were able to test remote locking system
 - ii. However, if the doors are physically open, it will not lock automatically so staff need to be mindful the doors are actually closed
- b. CJ conducted training at GWC for all 3 CCCD campuses
- c. How do we make our campus more safe?
 - i. Third party vendor, Delores Stafford and Associates, has been conducting threat/safety assessment
 1. Currently in phase 2
 2. Once site visit, interviews, policy reviews are completed, they will produce a report and identify points of improvement. This is a district-wide document.
 3. Initial draft due to exec team by January
 4. Will go to board for review by early Spring, then it will come to each campuses
 5. Then identify priorities and funding
- d. Chris Cutting will be working on updating/supplying additional emergency kits available in campus buildings
- e. Safety Committee:
 - i. Updating campus safety website with contact info, best practices, resources
 - ii. If Classified Senate has any concerns, questions, reach out to this committee through Tim or Chad

3. Approval of 9/7/23 Classified Senate Meeting Minutes



- a. all approve
- 4. ASGWC Finance Commission Classified Representative**
 - a. No senate volunteers
- 5. Committee Updates**
 - a. Moving forward, each representatives will give brief updates
 - b. Bre – President’s Cabinet: looking at establishing a process for requesting classified staffing through Program Review
 - i. Bre will add the current draft of the process document in Teams
 - ii. Express the need for classified staff throug program review
- 6. Campus Updates/For the Good of the Order**
 - a. Updating meeting times: will increase the meeting time to 1.5 hour starting next meeting
- 7. Adjournment @ 11:04 AM**