



Classified Senate Meeting
Friday, September 17th, 2021 | 3:00pm- 4:00pm, Via Zoom

Meeting Minutes

Senate Members:

Dorsie Brooks (Senator at Large; M&O Vacancy)

Liz Caluag (Instructional Wing Senator)

Kristen Hill (President's Wing Senator)

Jessica Jacobs (Student Services Senator)

Pratik Solanki (IT Senator)

James Hulbert (CTE Senator)

Bold=in attendance

Dawn Ditmer (Administrative Wing Senator)

Stephanie Smallshaw (Senator at Large)

Ben Olague (Senator At Large)

Diana Rochat (Senator at Large)

Jill Kiefer (Senator at Large)

Sean Suter (Senator at Large)

Uyen Tran (Senator at Large)

Additional attendees: NA

Items:

- I. **Welcome and Call to Order:** 3:07pm
- II. **Approve minutes for 09/03/21 meeting:** First motion: Kristen Hill Second: Dorsie Brooks. Minutes approved.
- III. **Committees:** Received 1 candidate for RCC committee. James moves to approve to place. Jill seconds. Dorsie Brooks is placed.
- IV. **Newsletter:** Missing calendar items and the welcome from Ben. Goal is to put out by next week. Future issues will have updates on social activities, Construction updates, program review updates, CFCE updates and Dorsie policy Lions update. Deadline is 10/15.
- V. **Program Review Updates:** Meeting on 9/13 with Deans and Chairs to go over new process. All instructional and non-instructional programs are to participate. Classified Senate was asked that we would look at the requested Classified position and to include us in the process and have a voice as far as Classified appointments.
- VI. **Social Activity:**
 - a. First Coffee Break of the year was on 9/15. Next one is pet theme. Ideas to get more to attend-bring a friend raffle. Jill has an idea to have a beach bonfire for our Senate or all Classified.
 - b. Philanthropy-improve communication with M and O and let them know they are loved and honor them for their work. Ben suggests putting together a campus clean-up to help M and O out. Ben will contact Joe Dowling, Denise Kahlen and

Janet Houlihan to suggest idea. Liz, Jill and Dawn will assist in spearheading this.

- VII. **IEPI (Institutional Effectiveness Planning Initiative):** 10/6/21
 - a. 3-5 individuals either on the Senate or others on campus to highlight where equity has fallen short on campus. Also, for anyone that has been on campus a long time to highlight area that have faltered.
- VIII. **Senator Office Hours:** Area senators to reach out to their constituents and arrange a coffee break or time to chat. Put together a calendar for October and November.
- IX. **Academic Senate Collaboration:** Pete has reached out to have some social activity with Classified Senate. Stephanie, James and Uyen will help out to organize.
- X. **DCC Preparation:** Meeting next week. Next steps to return to campus will be discussed. There is concern of moving too quickly on the return phases. Things are running well with current number of students and a push to bring more Classified back too is too soon.
- XI. **Committee Reports:** Submit written report into Teams and Liz will incorporate into minutes.
 - a. Ben Olague, Meeting with Chancellor:
 - i. Return to Campus: Expected date for next transition – 10/4/21. If advancement to increase on-campus presence occurs, it will be to Step 2 of the original Return to Campus blueprint. No more than 70% staffing, campus open 4 days, staff report 2 days per week. Decision will be made by Friday, September 24th; current infection trends are looking good. Chancellor still seems reluctant to "...bring more people to campus."
 - ii. COVID reporting processes: Transparency is needed. GWC request for dashboard similar to OCC. "...not reluctant to share information, but it's not the answer" – regarding satisfying the needs of the masses. "We've had plenty of cases throughout the district." Weekly rates – 10-12 students (8 or 9 athletes), 1 or 2 staff.
 - iii. Vaccine Mandate: Outline is due by EOW. Outline will be vetted by Union groups. Re-framing Vaccine Mandate – "...testing mandate that people can opt out of with vaccination." Encouraging staff to avoid campus (reporting day) if feeling sick. Testing availability will be directed at those seeking exemptions.
 - iv. HEDS Progress: Preliminary process completed – data collected. Dr. Persons to review data and provide detailed Action Plan. Process/Content raised resistance/pushback; results revealed things we already knew. "...forcing 'nay-sayers' to the table never works well."
 - b. James Hulbert, Strategic Plan Task Force:
 - i. The strategic plan task force met last Friday for the first time this year to restart work on the plan.
 - ii. The meeting began with a bit of a recap of the work that had been done last year. The group had aggregated suggestions from our last campus planning retreat. The suggestions were grouped into themes/strategies which were assigned to the colleges' current goals.
 - iii. We pared the document down to just strategies and left recommended activities to meet those strategies and their respective goals. These documents are available on the Teams website, but I will send the document in as well.

- iv. It was decided that the committee on committees would review the document to see which groups would be taking ownership of the different strategies. We will then bring the document back to the strategic plan group before polishing things up one last time to disseminate through campus.
- v. Both Academic and Classified senates will be able to take a look along with other major committee groups.
- vi. We finished the meeting by looking over a few activities that were really more statements than actionable items changing language to fit what we are trying to accomplish.

XII. Adjournment: 4:10pm

