



Classified Senate Meeting
Wednesday, October 29th, 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)

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:

Items:

1. **Welcome and Call to Order at 3:09 p.m.**
2. **Approve Minutes- 10/13/21**
 - a. **Motion to approve – Dorsie Brooks**
 - b. **Second – Stephanie Smallshaw**
 - c. **Unanimous approval**
3. **Smoke-Free Task Force presentation**
 - a. **Letter of Support has been drafted. They sent Ben a sample. Ben edited and presented to Senate for review. Some verbiage and punctuation were added. Senators will digitally sign.**
 - b. **(Note: Academic Senate is not taking an official position on this issue.)**
4. **Social Activity – Liz/Ben**
 - a. **Coffee Break Report**
 - i. **Wednesday 10/27. Lots of fun. Next coffee break potentially the first week of December. Discussion re ways to get more people to attend/participate.**
 - b. **Campus Clean Up Update**
 - i. **Ben is scheduling a meeting w/Janet Houlihan and Frank Fonseca. Frank suggested assisting with trash pickup after the swap meet.**
 - ii. **Pratik recommends taking pictures during our events, especially something like this, to share with other Classified (newsletter, etc.).**
5. **Committees Task Force Updates – Ben et al**
 - a. **SPTF Joint Meeting**
 - i. **Ben will receive draft of Strategic Plan and asked to distribute to Classified for feedback. November 5-17.**
 - ii. **Only ASGWC will review for student feedback.**
 - iii. **Committee on Committees proposed structure will be sent for review to existing committees for review and input.**
 - iv. **A new task force has been proposed to decide how decisions are made within committees.**
 - v. **Next task force meeting is December 3**
 - vi. **Plan is for strategic plan to go to P&B in January.**
 - vii. **Re feedback from Classified: should area senators collect the feedback? Dorsie has suggestions from her past experience with collecting feedback. Ben will follow up with her.**
6. **Newsletter – Ben/Kristen**
 - a. **Uyen was left out of the “Get to know the Senate”. 😞**
 - b. **Other than that, the newsletter looked great!**
7. **During discussion about “Beyond the Blueprint” Jessica mentioned that visitors are not required to be vaccinated. Many prospective students, parents, vendors come to campus, but nothing is in place (to our knowledge) regarding vaccination status of visitors.**
 - a. **From Pratik: We are moving forward with discussing contracts. Cleared4 is a software that we will use for individuals to upload vaccination documentation, request exemptions, and upload test results obtained from testing with different places than the vendor we will use. Biocept is the company we are looking at to perform weekly COVID testing. On the employee side, we will be using NextGen forms initially but the**

goal is to use Cleared4 for both students and employees. Norlyn Capitolo noted that employees that have previously filled out this form will be asked to fill it again as we will be asking for proof of vaccination.

8. Michael Crane Policy Question
9. FUNdraising – Ben
 - a. Golf Tournament Update
 - i. Ben has contacted Hartwell golf course. Would be \$29 per person; so if we charged \$40 we would net \$11 per person.
10. Executive Meeting Preparations – Ben/Jill
11. Committee Reports – All
12. New Business - All
13. Adjournment – at 4:15 p.m.

Resources:

<https://www.goldenwestcollege.edu/classified-senate/index.html>

Summer/Fall meeting Schedule:

~~July 9, 2021~~

~~July 23, 2021~~

~~August 6, 2021~~

~~August 20, 2021~~

~~September 3, 2021~~

~~September 17, 2021~~

~~October 1, 2021~~

~~October 13, 2021~~

~~October 29, 2021~~

November 12, 2021

December 10, 2021