**Draft**

**VENTURA COLLEGE**

**Minutes of the Classified Senate**

**Date: April 7th, 2016**

**Present:** Peder Neilsen, Chief Sidnam, Felicia Torres, Veronica Allen, Angeline Gonzales, Katie Owashi, Carol Smith, Donna Aviles, Abra Flores, Rick Trevino, Alexander Kolesnik (Guest), Pat Ewins (Guest)

**Recorder:** Chief Sidnam

**Absent:**

**Minutes:** 90

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Agenda Item** | **Summary of Discussion** | **Action (If Required)** | **Completion Timeline** | **Assigned to:** |
| Call to order | Call to order at 3:10 PM |  |  | Peder |
| Adoption of the Agenda | Agenda adopted with the addition of Pat Ewing report on Achieving the Dream and Quality Focus Essay. | FT moves, seconded by, Abra abstained | 3:12 PM | Peder |
| Report from Pat Ewins | Action Project priorities. Working on improving transparency on campus. Based on IEIP data, Achieving the Dream, student perception survey, formal communication survey all indicate the need for improved communication. Disambiguation needed for committees, councils, and workgroups. Other measures: Outreach calendar. Instill 6 factors of success. Increased importance of shared responsibility for student success.  Basic Skills: revisions on testing and placement to increase college readiness. Increase marketing, encourage students to take Math first, take tutoring, and go to SI sessions. Passed student success committee. President has approved them. Need to pass accreditation and Achieving the Dream.  Quality Focus Essay: Identifies large issues that we can address individually over time. Includes action plans. |  | 3:31 PM | Pat |
|  |  |  |  |  |
| Public Comments | None |  |  | All |
| Minutes Approval | None |  |  | Peder |
| Accreditation Report | Peder: We met yesterday. Report is mostly done, but evidence still needs to be compiled. FT and Rhonda working on inserting evidence. As of now, Section 4.1 does not include Classified 9+1. Email sent to Presidents of College and Academic Senate. Without its inclusion, Classified will not sign off on it.  Link to accreditation report listed in the agenda is incorrect. | FT Motions to not approve the Accreditation Report as currently written until section 4.1.A is corrected. Veronica Allen seconds. Motion carries unanimously. | 3:40 PM | Peder |
| Integrate Plan Draft | We need to vote on the Integrated Planning Manual. Discussion of purpose of timed cycles of plans. | Motion to approve by Veronica Allen. Chief seconds. Motion carries unanimously. | 3:53 PM | Peder |
| Campus Re-org | Briefing on impact of re-org on classified staff. Most requisitions will now be going through two divisions, placing undue strain on admin staff. Some of the department transfers make little sense on the surface. Issues of communication with classified staff. Felicia Torres advocated the need for increased admin support.  Alex Kolesnik: Common concerns between Classified and Faculty, such as ProDev.  Felicia Torres proposed the use of reserve funds to hire classified staff.  In the discussion regarding the proposed Re-org, the following points/questions were raised:  Proposal that Faculty and classified staff hiring priorities not going through program review.  How does the re-org affect the priority classified hiring list?  Equity program should be placed under Phillip Brigs. AK response with distribution with categorical programs.  Rick discussed the need for 2 administrators for Student Services. AK added VP counts.  Alex: The greatest need on campus is for Classified support.  Peder and Olivia are meeting with the president on the 15th to discuss the re-org. | Peter to report back to President. | 4:35 PM | Peder, All |
| Resolution | Peder proposed: “Do we want to join in to write a resolution to management to tell them that Classified need help and we cannot keep up the pace we have been working at for the past 5 years?”  Adjust classified staff priorities for re-org.  Include chart of classified staff levels. |  |  | Peder |
| By Law Change | Executive team has suggested staggered elections. |  |  | Peder |
| Information Items | Campus Clean Up 21 April 9-12PM by ASC  Orientation of Classified Staff: Discussed at next meeting.  Elections  Appreciation Lunch : Peder lunch for classified.  Graduation – Rick graduation is June 19th.  Santa Paula: None  SEIU Update: None |  |  | All |
| Adjournment | Meeting adjourned at 5:06 PM |  |  | Peder |