



**Classified Senate**  
**2018-2019 Academic Year**

**Meeting Notes**  
**April 4, 2019 ~ 10:30 a.m. – 12:00 p.m.**

**Present:** Tatiana Lawler, Jeanine Day, Katheryn Solorio, Damien Peña (Guest), Cynthia Salas, Aundrea Roberts, Marisol Hernandez, Rick Trevino, Diana Martin, Beth Shepard (Guest), Sue Royer (Guest), Eloisa Limón, Chez Harper, Veronica Allen, Tricia Bergman, Carol Smith

**Online via Skype:** Ali Olsen-Pacheco, Sharon Oxford, Veronica Isais, Eileen Crump, Dana Boynton, Matthew Moore, Sandy Mason, Erin Askar, Angelica Ramos Navarro

**Recorder:** Felicia Torres

**Notes:**

<b>Agenda Item</b>	<b>Summary of Discussion</b>	<b>Action (If Required)</b>	<b>Completion Timeline</b>	<b>Assigned to:</b>
➤ <b>Call to Order</b>	Meeting began @ 10:38 am.			
➤ <b>Adoption of Agenda</b>	Seb had everyone shout out to Felicia, as she will be transcribing the recording to notes. Seb asked to reorder the agenda. FYE guest will speak first, due to the guest having a conflict with a webinar at 11am today in Guthrie Hall. Senate willing to accommodate.	Cynthia moved to adopt the agenda. Motion seconded.  Agenda approved.		
➤ <b>Public Comments</b>	None			
➤ <b>Approval of Minutes</b> ➤ January ➤ February ➤ March?	Approval of minutes, postponed to next meeting.  Will send out email and have them posted online. If you see anything let us know.			

<p>➤ <b>Marketing &amp; Outreach – Beth &amp; Diana</b></p>	<p>➤ Marketing &amp; Outreach – Beth &amp; Diane invited guests from the District Office</p> <p>VCCCD Connection - Newsroom &amp; Newsletter webpage:  <a href="http://bit.ly/VCCCDContentSubs">http://bit.ly/VCCCDContentSubs</a></p> <p>Covered the VCCCD Connection and the six areas that they cover:</p> <ol style="list-style-type: none"> <li>1) Advertising and Media Relations- Build relationships with local newspapers and do advertising and press releases, outreach to community etc.</li> <li>2) Enrollment Communication- Made phone calls, sent text messages, sent emails, have communication through the student portal and other websites. Also doing specific messaging to target audiences like students previously enrolled.</li> <li>3) VCCCD Connection/Newsletter- Newsroom covers districtwide communication and newsletter conveniently packaged to send directly to your email. The goal is to provide content about what is happening around the district and not just at each site. Want to hear from everyone.</li> <li>4) Districtwide Campaigns-</li> <li>5) Social Media- All of the campuses use this to engage the students. Hope to go into more alumni networking. Would like to work with the colleges to create different content messaging.</li> <li>6) District Marketing Resources- Several resources like digital media gallery. Location to find logos and done through visual centric. New marketing request system is new this year, called Wrike. Can now submit marketing requests online. Located on the portal through the district marketing page.</li> </ol> <p>Approval process can take up to a week to process. Senate welcomed the information and look forward to the benefits it can bring to our jobs.</p>			
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<p>➤ <b>Making Recommendations Discussion/1<sup>st</sup> Reading</b></p>	<p>Making Recommendations Discussion/1st Reading</p> <p>A brief history of meetings that have taken place regarding the issue of Professional Development and the arguments surrounding its placement on the participatory governance portion of the Making Recommendation Document.</p> <p>Classified Professionals are adamant about keeping the membership equal so that the support of the 9+1 remains intact.</p> <p>After much discussion, the compromise settled on the following: 3 co-chairs and two advisory groups for the 2 constituents</p>			
<p>➤ <b>CCCCO Vision for Success Alignment (Action)</b></p>	<p>Recap the information shared with the Senate by Dean Briggs regarding the CCCCCO Vision for Success Alignment. Academic Senate ideas were same as ours, so there were no major changes to discuss before approval.</p> <p>Goal 1 – 1C</p> <p>Goal 2 – 2A</p> <p>Goal 3 – 3A</p> <p>Goal 4 – 4C</p> <p>Goal 5 – 1C</p>	<p>Chez moved to approve. Veronica seconded.</p> <p>Goals approved unanimously.</p>		
<p>➤ <b>VCCS Calendar and Housekeeping</b></p> <ul style="list-style-type: none"> <li>➤ VCCS Retreat – March 2019 (Debrief)</li> <li>➤ Elections</li> <li>➤ Appreciation Lunch and Service Awards</li> </ul>	<p>➤ VCCS Retreat – Debrief-</p> <p>Trainings were applicable. Many enjoyed the speaker. Many enjoyed the timing of the year and the length as a half-day retreat. The location was questionable and suggestion to have elsewhere. Intended to be a Professional Development session.</p> <p>Some comments shared and for consideration was to ask that administration pay for the event next time.</p> <ul style="list-style-type: none"> <li>➤ Elections – Tabled</li> <li>➤ Appreciation Lunch and Service Awards – Tabled</li> </ul>			
<ul style="list-style-type: none"> <li>• <b>Classified Senate Reports</b> <ul style="list-style-type: none"> <li>➤ Guided Pathways</li> <li>➤ FYE</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Guided Pathways update – Tabled</li> <li>➤ Marisol Hernandez, Counselor Assistant in FYE presented and distributed some handouts with information about the program. She explained the programs and the upcoming</li> </ul>			

	<p>events that were going to be available for students. She explained the eligibility of students and the difference the program makes in the students' lives.</p> <p>She acknowledged Erika Ruiz as the liaison Counselor and the marvelous job she does with the students.</p> <p>Online counseling class will be available.</p> <p>Always open to comments and suggestions.</p> <p>Handout sheet will have information about How to Apply and How to Get Connected. Sheets to be sent to Seb electronically for distribution.</p>			
<ul style="list-style-type: none"> <li><b>Vice President Updates</b></li> </ul>	Kim Hoffmans - Apologized for missing retreat			
<ul style="list-style-type: none"> <li><b>Committee and Group Reports</b></li> </ul>				
<ul style="list-style-type: none"> <li><b>a. Board of Trustees</b></li> </ul>	BOARD OF TRUSTEES			
<ul style="list-style-type: none"> <li><b>b. District Committees</b></li> </ul>	<p>DISTRICT COUNCIL ON ADMINISTRATIVE SERVICES/CONSULTATION COUNCIL</p> <p>DISTRICT CLASSIFIED PROFESSIONAL DEVELOPMENT COMMITTEE</p> <p>DCAS</p> <p>EQUAL EMPLOYMENT OPPORTUNITY COMMITTEE</p>			
<ul style="list-style-type: none"> <li><b>c. Campus Committees</b></li> </ul>	<p>ADMIN COUNCIL</p> <p>BUDGET RESOURCE COMMITTEE</p> <p>COLLEGE PLANNING COMMITTEE</p> <p>STUDENT SUCCESS COMMITTEE</p> <p>GUIDED PATHWAYS STEERING COMMITTEE</p> <p>ASAG</p> <p>PROFESSIONAL DEVELOPMENT ADVISORY GROUP</p>			

➤ <b>SEIU Update</b>	No Report			
• <b>Future Agenda Items</b>				
• <b>Adjournment</b>	Meeting adjourned at 12:00 noon			
• <b>Next Meeting Date:</b>	May 2, 2019			