



**Classified Senate**  
**2019-2020 Academic Year**

**Meeting Notes - DRAFT**  
**September 5, 2019 ~ 10:30 a.m. – 12:00 p.m.**

**Present:** Marcelo Vazquez (Guest), Kim Hoffmans (Guest), Veronica Allen, Brenda Marin, Catherine Faulkner, Carol Smith, Damien Peña (Guest), Lisa Putnam (Guest), Jeanine Day, Olivia Long

**Online via Skype:** Eileen Crump, Katheryn Solorio, Sharon Oxford, Susana Motu, Matthew Moore, Ali Olsen-Pacheco, Nan Duangpun, Sandy Mason, Erin Askar, Chez Harper, Angelica Ramos-Navarro

**Recorder:** Felicia Torres

**Notes:**

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<ul style="list-style-type: none"> <li><b>Call to Order</b></li> </ul>	Meeting began @ 10:34 am.			
<ul style="list-style-type: none"> <li><b>Adoption of Agenda</b></li> </ul>	Olivia moved to approve the agenda. Veronica seconded.	Agenda approved.		
<ul style="list-style-type: none"> <li><b>Public Comments</b></li> </ul>	None			
<ul style="list-style-type: none"> <li><b>Introductions</b></li> </ul>	Catherine Faulkner, new Clinical Simulation Specialist in Nursing department.			
<ul style="list-style-type: none"> <li><b>VC Executive Team Updates</b></li> </ul>	<p>Visits/Introductions by Dr. Kim Hoffmans, VC President, Dean Marcelo Vasquez, Dean, Lisa Putnam, and VP Damien Pena.</p> <p>Kim asked for classified to attend the Modern Think survey presentation the next day, Tuesday, at 3pm. The representative will present the results of survey. The scores are difficult to see but there are areas to work on. Olivia added that Kim being the President of Ventura College is a step in the right direction.</p> <p>Interviews for VC Registrar to conducted on Sept 11<sup>th</sup>.</p> <p>Damien announcements:</p> <ul style="list-style-type: none"> <li>Next Thursday is Student Life day, between LRC and Science building;</li> </ul>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<ul style="list-style-type: none"> <li>• DACA Advocacy week is the 3<sup>rd</sup> week of Oct. Campus notice to encourage volunteers for the committee will be sent out;</li> <li>• VC financial aid has been awarding 2nd year VC promise and there is still money available;</li> <li>• Dr. Peña has approved staff in Student Services to attend.</li> </ul>			
<ul style="list-style-type: none"> <li>• <b>VCCS Calendar and Housekeeping</b> <ul style="list-style-type: none"> <li>➤ Committee Nomination/Vote – Action</li> <li>➤ VCCS Professional Development Advisory</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Reviewed committee list handout. Asked for volunteers to serve on committees with vacant positions. Explained the duties of alternates for committees.</li> <li>➤ No meetings have been set. The Campus-wide Professional Development Council meeting is set to meet on the 10<sup>th</sup>.</li> </ul>	<p>Olivia moved to approve the list for CPC, BRC and SSC.</p> <p>Jeanine seconded.</p> <p>Committee representative list approved.</p>		
<ul style="list-style-type: none"> <li>• <b>Classified Senate Reports</b> <ul style="list-style-type: none"> <li>➤ Guided Pathways</li> <li>➤ Treasurer’s Report</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ Guided Pathways – Retreat scheduled for 9/20/19</li> <li>➤ No Treasurer’s report</li> </ul>			
<ul style="list-style-type: none"> <li>• <b>Committee and Group Reports</b></li> </ul>				
<ul style="list-style-type: none"> <li>a. <b>Board of Trustees</b></li> </ul>	<p>Due to new academic year, not many committees have had meetings.</p> <p>BOARD OF TRUSTEES</p> <ul style="list-style-type: none"> <li>• Trustee Chancer was very interested in looking into bringing back classified food services as opposed to outside vendors</li> <li>• Solar Panel project was approved; solar carports for all three campuses</li> <li>• BoT meeting will be streamed this month</li> </ul>			
<ul style="list-style-type: none"> <li>b. <b>District Committees</b></li> </ul>	<p>New School Year – no meetings held during summer; no reports to give</p>			

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	<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>			
<p><b>c. Campus Committees</b></p>	<p>ADMIN COUNCIL</p> <ul style="list-style-type: none"> <li>• Discussed a new campaign to clean up cafeteria space. ASVC will be renovating the space and will implement new procedures for the cafeteria. Space will be limited to students, not used as a community loitering space;</li> <li>• Academic Senate will be having votes for new officers at the next meeting. Dr. Forde is now on leave;</li> <li>• New Campus Evening and Weekend attendants. Bruce will be at VCEC;</li> <li>• Looking at the emergency notification system;</li> <li>• IT has created new proposed plan;</li> <li>• Modern Think presentation on Sept 11<sup>th</sup> to discuss the survey results. Campus-wide attendance encouraged.</li> </ul> <p>BUDGET RESOURCE COMMITTEE</p> <ul style="list-style-type: none"> <li>• Door Lock project was approved and locks ordered</li> </ul> <p>COLLEGE PLANNING COMMITTEE</p> <p>STUDENT SUCCESS COMMITTEE</p> <p>GUIDED PATHWAYS STEERING COMMITTEE</p> <ul style="list-style-type: none"> <li>• Campus-wide Guided Pathways Retreat at the Crowne Plaza in Ventura on Friday, Sept. 20, 2019</li> </ul> <p>ASAG</p>			

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	PROFESSIONAL DEVELOPMENT ADVISORY GROUP			
<ul style="list-style-type: none"> <li>• <b>SEIU Update</b></li> </ul>				
<ul style="list-style-type: none"> <li>• <b>Equity Plan</b></li> </ul>	<p>Discussed the Equity Plan copy at the board meeting. It will be a topic the Student Success Committee to address then move it through the participatory governance process. Acknowledgments to Dean Briggs and team on the amazing job of questioning the states information. Discussed some data points regarding the plan and the information requested to complete it.</p> <p>Recognized that ASVC voted to support it. Academic Senate will not be supporting the plan, but will send it forward to the state in order to meet the extension deadline.</p>	<p>Veronica moved to approve. Olivia seconded.</p> <p>Equity Plan passed unanimously by the Classified Senate.</p>		
<ul style="list-style-type: none"> <li>• <b>Approval of Minutes</b></li> </ul>	Correction to Trustee Chancer name.	<p>Olivia moved to approve minutes with correction. Jeanine seconded.</p> <p>Minutes approved.</p>		
<ul style="list-style-type: none"> <li>• <b>Future Agenda Items</b></li> </ul>				
<ul style="list-style-type: none"> <li>• <b>Adjournment</b></li> </ul>	11:56 am			
<ul style="list-style-type: none"> <li>• <b>Next Meeting Date:</b></li> </ul>	October 3, 2019			