



Classified Senate
2018-2019 Academic Year

DRAFT - Meeting Notes
September 6, 2018 ~ 10:30 a.m. – 12:00 p.m.

Present: Jason Robinson, Katheryn Solorio, Eileen Crump, Veronica Allen, Jeanine Day, Tatiana Lawler, Lupe Vera, Olivia Long, Sara Murillo, Sebastian Szscebiot

Online via Skype: Sabrina Canola Sanchez, Sammy Freitag, Sarah Ayala, Susan Alonso, Veronica Isias, 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"> Call to Order 	<p>Meeting began @ 10:38 am by Vice President Olivia Long.</p>			
<ul style="list-style-type: none"> Adoption of Agenda 	<p>V. Allen moved to adopt. J. Robinson seconded.</p>	<p>Agenda approved as amended.</p>		
<ul style="list-style-type: none"> Public Comments 	<p>V. Allen asked a clarifying question about public comments. O. Long provided some information and explained the process in detail. O. Long added that per the Brown Act, items that are brought up during public comments that are not on a current agenda, as officers cannot comment on it, but can make it a future agenda item and comment on it as a discussion item for a later date.</p> <p>S. Szscebiot added that other topics can also be brought to the BoT meetings. He then gave a quick update on the most recent Consultation Council meeting.</p> <p>O. Long expressed her appreciation to V. Allen for asking the question about how to utilize public comments. Her example was a prime example on how one would want to utilize public comments for public record.</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<ul style="list-style-type: none"> • Approval of Minutes ➤ August 2, 2018 	<p>Copies of the minutes were provided for review.</p> <p>S. Szczebiot moved to approve the minutes. J. Day seconded.</p>	<p>Minutes approved.</p>		
<ul style="list-style-type: none"> • Set 2018-2019 Goals 	<p>There was a lengthy discussion about this agenda item and the CSEB agreed to review them and word-smith them and bring them back for a vote. Time given for review.</p> <p>Tatiana moved to approve the 2018-2019 Goals. V. Allen seconded. We have new goals.</p>	<p>The new 2018-2019 Goals are approved.</p>		
<ul style="list-style-type: none"> • VCCS Calendar and Housekeeping 	<p>RAVE Panic button/app - O. Long made the announcement to download RAVE. A handout was given and attached to agenda. O. Long gave some personal insight to how it works and said that it will only work on the campus and not at home. A Cool feature with the RAVE app is the “staff assist” button which is mainly for non-emergency issues.</p> <p>Program Review – S. Szczebiot reported that Program Review is around the corner and is important to understand the process. He explained that as Classified Professionals, because many of us work with on this as part of our jobs, that we are also each other’s eyes and ears to make sure that position and resource request get equal consideration across the board. The deadline for Deans to submit theirs is Sept 28th and the online system will be closing on October 7th. It will then move on to the ranking stage. The Classified Senate will be matching up with the Academic Senate timeline. It is live and ongoing and any and all new staffing positons need to go through program review. O. Long added a side note for those who may have wanted to participate in the Program Review process and were never asked to, should reach out to their respective dean or direct supervisor and invite yourselves to be involved. VP of Business Services said that she would try to release what is being funded from last year sometime this week.</p> <p>\$/Month & Halloween Deco Taskforce(s) – Email S. Murillo @ saramurillo_1@vcccd.edu if interested in getting a small group together to track and getting more people interested. Halloween taskforce volunteers needed. S. Murillo offered to</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<p>take the lead on being the contact.</p> <p>S. Murillo briefly explained what some of the duties for the taskforce to accomplish. In part, would be to review the rubric on how the decorations were going to be judged and awarded, create a flyer to get the announcement out to the campus, sending out an email to all classified, etc.</p> <p>VCCCD Leadership Academy – O. Long said that we all should have received the email that was send out by Chancellor regarding this topic. S. Szczebiot explained some details regarding this Academy. The deadline to submit your name is Sept 18th. You will need your supervisor’s approval to attend. Release time will be granted for you to attend the meeting, but not any work required outside of the meetings. What is really important and key for Classified Professionals to have a strong representation in this Academy of 25 people is that the entire cohort will be attending the Community College League of California Legislative Conference in January. The League has two big conferences each year.</p>			
<ul style="list-style-type: none"> • PD Committee Representation 	<p>Need another rep on the District Professional Development Committee. It is something that you can call into and would not require you to travel to. The meetings are held at the district office. This is the committee that puts the Training & Tours together. The next Training & Tours is on October 19th. V. Allen offered to volunteer for the day.</p>			
<ul style="list-style-type: none"> • Classified Senate Reports <ul style="list-style-type: none"> ➤ Treasurer’s Report 	<p>Treasurer - \$39 in T&A, get forms filled out. We had a donation of \$100 for student scholarships at our BBQ from Lester Tong.</p>			
<ul style="list-style-type: none"> • Committee and Group Reports 				
<ul style="list-style-type: none"> ➤ Board of Trustees 	<p>BOARD OF TRUSTEES</p> <ul style="list-style-type: none"> • S. Szczebiot reports that there have not been any BoT meetings as of yet. The agenda was reviewed at the Consultation Council for the next meeting which will be reported on at next month’s meeting. 			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
<p>➤ District Committees</p>	<p>DISTRICT COUNCIL ON ADMINISTRATIVE SERVICES/CONSULTATION COUNCIL</p> <ul style="list-style-type: none"> Dean Briggs presented on new budget allocation model. He said that it talks about the old funding model and the new model. The old model is expected to be phased in over three years. S. Szczebiot briefly reviewed P. Briggs went over the presentation of the funding model and the notable differences between the two. <p>DISTRICT CLASSIFIED PROFESSIONAL DEVELOPMENT COMMITTEE</p> <ul style="list-style-type: none"> No Report <p>DCAS</p> <ul style="list-style-type: none"> Still focusing on budget <p>EQUAL EMPLOYMENT OPPORTUNITY COMMITTEE</p> <ul style="list-style-type: none"> No Report 			
<p>➤ Campus Committees</p>	<p>ADMIN COUNCIL</p> <ul style="list-style-type: none"> Rick Trevino is now overseeing Student Engagement & Retention, which includes areas like FYE, Pirates Cove and ASVC. Mexican Heritage month at VC will feature a mariachi band on campus at the end of this month. The Chancellor reached out to the IEPI for organization and implementation. The first meeting is today as a taskforce. The first PRT visit is October 11th. <p>BUDGET RESOURCE COMMITTEE</p> <ul style="list-style-type: none"> No Report, the committee has not met <p>COLLEGE PLANNING COMMITTEE</p> <ul style="list-style-type: none"> No Report, the committee has not met <p>STUDENT SUCCESS COMMITTEE</p> <ul style="list-style-type: none"> V. Allen reported that it was considering the idea of hiring a consultant and wasn't sure if the committee would even continue. <p>GUIDED PATHWAYS STEERING COMMITTEE</p> <ul style="list-style-type: none"> No Report <p>ASAG</p> <ul style="list-style-type: none"> No Report <p>PROFESSIONAL DEVELOPMENT ADVISORY GROUP</p>			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
	<ul style="list-style-type: none"> Olivia asked to continue the “Bring Your Own Earbuds” for Professional Development for the next year. She suggested that the CSEB think of more creative ways to advertise it in the future. Ali and Sharon provide instructional presentations and are there for extra help. Canvas is a versatile tool and we need to keep it going. Ali suggested a calendar invite for dates. Chez reported that Classified Professionals are very outnumbered on the professional Development Committee and they need more participation and ideas. Please contact Chez so that there can be more topics for Classified Professionals. 			
<ul style="list-style-type: none"> SEIU Update 	<p>Have not met for official business. Have been communicating regularly on the phone as issues or concern arise, specifically regarding the recent rumored addition of positions that were not clearly communication through a vetting process and the Chief union steward has stay quite active in those conversations.</p> <p>Several of the district union reps attended the Annual Labor Day BBQ at the Oxnard College park and met quite a few local candidates running for various seats in the community.</p> <p>Have received a couple of new members sign up for SEIU. More are always welcomed to join.</p>			
<ul style="list-style-type: none"> Guided Pathways Update 	<ul style="list-style-type: none"> Retreat – September 21st, 2018 – Crowne Plaza, Ventura Olivia reported, location interested in attend and not RSVP’d , do so on calendar; discussion on office hours on management team; have a page on VC website; planning to plan Today is student life day J. Day commented that the finance will go to banner 9 on October 9th. She will be doing some training sessions on campus or at the district, but not sure yet. 			
<ul style="list-style-type: none"> Future Agenda Items 	<ol style="list-style-type: none"> V. Allen’s question from public comments Voting for committee Co-Chairs Holiday basket subcommittee Fundraising ideas \$\$\$\$ 			

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
• Adjournment	11:49 p.m.			
• Next Meeting Date:	October 4, 2018			