



Classified Senate
2017-2018 Academic Year

Meeting Notes
September 7, 2017 ~ 10:30 a.m. – 12:00 p.m.

Present: Pamela Yeagley, Gaby Wood, Sebastian Szczebiot, Sammy Freitag, Jason Robinson, Tatiana Lawler, Carol Smith, Susana Alonso, Veronica Allen, Lt. Greg Beckley, Sara Murillo. *Online: Angelica Ramos Navarro, Cindy Hulce, Dina Pielat, Jordan Goebel, Sharon Oxford, Krishna Juarez.*

Guests: Rick Trevino, Lynn Wright

Recorder: Sebastian Szczebiot

Notes:

Agenda Item	Summary of Discussion	Action (If Required)	Completion Timeline	Assigned to:
A. Call to Order	10:34			
B. Adoption of Agenda		Gaby moved to adopt, Tatiana Second – All in favor		
C. Public Comments	None			
D. Approval of Minutes: Aug 3, 2017		Tabled until next meeting		
E. Integrated Plan – Time certain 11 am	<p>Classified Staff – please review Integrated Plan.</p> <p>Mapping handout passed around.</p> <p>BSI, Student Equity, and SSSP are to be integrated – all have the same primary goal but were started individually. The Chancellors office too has started integration.</p> <p>Our narrative is integrated with that of the Chancellors Office.</p>			

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	<p>First task was to highlight previous accomplishments and find overlap.</p> <p>(pg 6) Highlighted one goal – increasing Basic Skills English and Math completion. This was broken down to illustrate what the three initiatives were doing towards this.</p> <p>(pg 7) Highlighted Sail to Success – focused on ensuring transfer level English and Math.</p> <p>(pg8) Our goals start: the plan is not supposed to be prescriptive. We are leaning towards descriptive. All five goals are listed on handout and are linked to the Education Master Plan. Question: are these descriptions big enough “buckets” for our ideas and activities? Do our activities fit into these buckets? If not, we need to email Lynn, Rick and Dan.</p> <p>(pg12) How will this integration be accomplished? Student Success Committee (Shared governance including SSSP, BSI and Student Equity advisory groups)</p> <p>(pg 13) Professional development: Pirate talks, Flex Days, Diversity in Culture</p> <p>(pg 13) Districtwide: DTRW-I, DTRW-S</p> <p>(pg 13) Budget – will probably be discussed at next SSC. Oct 5th second reading at Classified Senate meeting! (However, some money is already allocated such as SSSP)</p> <p>Executive summary will go online once completed.</p> <p>AB2558 to provide Professional Development – staff is on equal footing with faculty, unlike before. Gaby Wood: suggested changing our language to include STAFF!</p>			

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F. Classified Senate Reports				
Treasure's Report	100 dollars taken from "general fund" for CCCCS membership			
G. Committee and Group Reports				
Board of Trustees	<p>Classified Senate has sanctioned time to comment on Board agendas at meeting.</p> <p>Board goals: some ongoing, but also some particular ones.</p> <p>Strategic Plan: will have actual student achievement goals at DAC, not just at campuses like now.</p>			
District Committees	<ul style="list-style-type: none"> • September 14th from 4-6pm, DAC Open House • Greg Gillespie & David El Fatal will come to campuses in late September to talk about the budget (no specific date, but attendance is highly encouraged) • District CPDC is soliciting ideas for future Training & Tours – first date announced for October 27th at OC ("Enhance and Advance" – what different job paths are available) 			
Campus Committees	<p>ADMIN COUNCIL</p> <ul style="list-style-type: none"> • Student Success Days coming October 3rd & 4th • A&R is looking at an "automatic degree" software which would automatically notify students ready for degree completion. Arlene will report back in 3 months with implementation information for VC. (maybe potential for conflict 			

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	<p>with financial aid, however, already very successful at Mt. San Antonio College. Would also notify divisions.)</p> <ul style="list-style-type: none"> • A Completion Grant is available for students. Must take 15 units directly applicable to their degree. Students receive \$1,500 a year. • Bog fee waiver is changing name to California Promise Grant. People are concerned about how will that affect our VC Promise program & potential confusion. • Second Start (late start) classes push will begin October 9th – Marketing branding as “New Classes Added”) • The Great California Shake Out on October 19th will be followed by a fire drill. Times are 10:19am & 7:20 pm. • There is a new procedure for comp time & overtime. All comp time & overtime must be approved in writing by a manager ahead of time. • Alma reported that the state said that FA will be status quo for the 17-18 year for DACA students. <p>COLLEGE PLANNING COMMITTEE (http://www.venturacollege.edu/committees/college-planning-committee under Handouts for August 23,2017 Meeting)</p> <ul style="list-style-type: none"> • 2017-2018 Ventura College Planning Parameters 			

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	<p>These annual planning parameters are developed each year by the College Executive Team to describe the factors that will influence the administration's resource allocation decisions.</p> <ul style="list-style-type: none"> ○ Ventura College <ul style="list-style-type: none"> ▪ Revenue increased by 2% while unavoidable expenses increased by 6% (this is a 4% deficit). ▪ \$49,313,277 total allocation (Fund 111). This is \$941,256 more than last year. ▪ \$3,008,771 additional expenses without including any compensation settlements. ▪ General Funds (Fund 111): Given the net loss of available budget, the college will not fund additional personnel this year. Only essential non-personnel expenditures will be permitted. The college must operate within its budget and focus on improving operating efficiencies (productivity) to stabilize FTES. ▪ Other Funds: Categorical programs and grants will be managed to ensure the funds are properly budgeted and expended. Funds may be used for personnel if allowed and planned. <p>Handouts online:</p>			

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	<p>CCC System 2022 Goals</p> <p>Planning Parameters – 525 is our productivity goal that we get paid at. We are below which means that the shortfall needs to come out of general fund.</p> <p>A 3 unit class with one teacher is expected to have 35 students. (English are capped at 27, labs are lower and so is CTE – but the average still needs to be 525 productivity...meaning other classes need to be at a higher productivity to balance.</p> <p>There is faculty push back on 525.</p> <p>Current goal is 518, and even this is not being met.</p> <p>Why is English maxed out at 27? This is state mandated! Comm is also maxed out at 32. V01 are packed and loaded. But rooms are also capped – at 27/29.</p> <p>Classified staff may need to step up and act by asking hard questions!</p> <p>ASAG</p> <ul style="list-style-type: none"> • The follow-up Report will be distributed in November /December for 1st reading & December /January for 2nd reading. It is due to ACCJC March 9th. 			
H. Acronym Document Subcommittee	CSEB will create subcommittee to work on this – please make your interest clear to Pamela.			
I. Student Scholarship Fundraiser	<p>CS Scholarship Subcommittee – Sara will be chair!</p> <ul style="list-style-type: none"> - Will spearhead effort to raise funds for CS scholarship - First event – President’s holiday gathering: silent auction. <ul style="list-style-type: none"> o Need help with flyers 			

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	<ul style="list-style-type: none"> ○ Donations ○ Decorations ○ Setup and take down. ○ September to December meeting once a month. - Please contact Sara with interest (289-6143) - We will also be reaching out to the DAC - Cash donations are always welcome as well! <ul style="list-style-type: none"> ○ Tax write off! - We gave away two 1000 dollar scholarships last year 			
J. 2017-18 Participatory Governance Committee Members	<p>We need two more classified staff members to join the Student Success Committee: one voting seat and one alternate.</p> <p>Please make interest known to Pamela!</p>			
K. Professional Development Update	<p>none</p>			
Upcoming PD Opportunities	<p>26th of September: Supported Personal Development Opportunity (1- 2 pm MCE 342)</p> <p>Skillssoft, Lynda or Grovo – you choose and there will be staff on hand to assist.</p> <p>Hope to offer this at least 3 or 4 times.</p> <p>Prolearningnetwork.cccco.edu</p> <p>PIRATE TALKS Pamela will add info to classified senate calendar.</p> <p>Please contact Chez and Dan if you are interested in the campus professional development committee</p>			

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L. Announcements	Made in VC (Jason Robison) Local business will advertise products and services. In the evening on Oct 10 th in ASC			
M. Adjournment	11:51 meeting adjourned			
Next Meeting Date:				