

## Classified Senate Charge

The Classified Senate represents classified professionals, including classified supervisors and classified confidentials, in the formation of college and district policy on professional matters, and address all matters either directly or through participatory governance committees. The Classified Senate interfaces with the college administration in the implementation of college and district goals and objectives, and collects, evaluates, disseminates, and receives non-bargaining information for and from classified professionals as appropriate. Members of the Classified Senate Executive Board serve on the Accreditation Steering Advisory Group and contribute to the assessment of Accreditation Standard IV.

## Classified Senate Goals 2017-2018

1. Maintain or increase classified professional involvement in participatory governance through education designed to raise awareness and understanding of the processes.
2. Increase breadth of professional development opportunities for classified professionals to include training on VCCCD professional development resources and campus systems, processes, and documents.
3. Increase Classified Senate participation through education and monthly teambuilding opportunities.
4. Increase fund raising for classified employee activities through A Dollar A month campaign.
5. Create a list of common campus acronyms by June 2018 for use by classified professionals.

### Classified 9 + 1

1. Standards or policies regarding student support and success
2. College governance structures, as related to classified roles
3. Classified roles and involvement in accreditation processes
4. Policies for classified professional development activities
5. Processes for program review
6. Processes for Institutional planning and budget development
7. Curriculum systems integrations and implementation
8. Degree and certificate requirements
9. Educational program development
  - Any other district and college policy, procedure, or related matters that will have a significant effect on Classified Staff



## VENTURA COLLEGE CLASSIFIED SENATE AGENDA

Date: September 7, 2017

Time: 10:30am to 12:00pm

Room: Campus Center Conference Room

1. Call to Order – Pamela, 1 min
2. Adoption of the Agenda – Pamela, 2 mins
3. Public Comment
4. Approval of Minutes – Pamela, 5 mins
  - a. August 2017
5. Integrated Plan – Rick Trevino, Lynn Wright, & Dan Kumpf, 20 mins
6. Classified Senate Reports
  - a. Treasure's Report – Sara, 5 mins
7. Committee and Group Reports
  - a. Board of Trustees – 10 min
  - b. District Committees – 10 mins
  - c. Campus Committees – 10 mins
8. Acronym Document Subcommittee – Pamela, 5 mins
9. Student Scholarship Fundraiser – Sara, 10 mins
10. 2017-2018 Participatory Governance committee members – Pamela, 5 mins
11. Professional Development Update – 5 mins
  - a. Upcoming PD Opportunities – Pirate Talks
12. Announcements  
Adjournment

**VENTURA COLLEGE**  
**Minutes of the Classified Senate**  
**Date: August 3, 2017**  
**10:30 am – 12:00 noon**

**Present:** Have not received sign-in sheet from meeting;

**Skype attendance –** Abra Flores, Erin Askar, Matthew Moore, Cynthia Salas, Angelica Ramos, Sharon Oxford

**Recorder:** Felicia Torres

**Minutes:**

Agenda Item	Summary of Discussion	Action
Call to order	Meeting called to order @ 10:31 a.m.	
Adoption of the Agenda		Seb moved to adopt the agenda. Carol seconded. There were no changes.  Agenda is approved.
Approval of Minutes a. July meeting	During discussion: Pamela voiced her corrections. Felicia Asked for a copy of those changes for the minutes. Corrections will be made to the minutes and will be presented to the senate for approval at next meeting.  Seb explained and provided clarification as needed.  Carol asked that Felicia Duenas be added to mention of new deans.	Seb moved to approve the minutes for July. Cynthia seconded.  Minutes were approved.
Public Comment	Flex day and would like offices closed 8-1pm so that all can attend please let supervisors know; grant jones will be doing workshops on outlook and email and Thursday 8/10 and on the 9th other workshops for classified; cal pers for classified will be doing both at same time, please RSVP go to VC master calendar at noon and drag it to your calendar and let Jaime know and choose yes; Pamela explain how to accept meeting requests and have them show on your calendar; rsvp to Jamie hanna in foundation; Cynthia getting lot of inquiries about catalog and were abouts and should be arriving tomorrow so should be on campus next week; can be found online; will have some for sale in solid bound;	
Classified Senate Reports • Treasurer's Report	Sara gave treasurers report. As of August 2 <sup>nd</sup> , the general fund account has \$3K.  The Trust and Agency account has \$768.25 minus expenditures from recent senate activities.	
Committee and Group Reports  • Board of Trustees	Reports were given.	

<ul style="list-style-type: none"> <li>District Committees</li> <li>Campus Committees</li> </ul>	No campus committee held in July. No reports given.	
Review Classified Senate Charge	Pamela reviewed the charge with attendees and made changes as needed.	
2017-2018 Ventura College Classified Senate Goals	<p>Previously distributed list presented.</p> <p>Pamela facilitated discussion and changes were made as appropriate</p>	<p>Dora moved to approve the goals as revised.</p> <p>Seb seconded.</p> <p>Motion carries and 2017-2018 goals are approved.</p>
2017-2018 Participatory Governance committee members	Pamela reviewed the list of committee members on classified senate represented committees and facilitated discussion.	
Professional Development Update	Topic was covered during previous agenda item.	
Announcements	<p>During reports, Sebastian asked that almost all travel requests needing President's approval are being rejected unless they are approved as being essential. Dave has defined essential as needing dean and VP signatures. Hilda also announced that chairs and tables have been disappearing after event wrap ups. She asked that we make sure the requests for set up include take-down and M&amp;O is notified. Contact Sue Royer when submitting event requests.</p> <p>Pamela said that we had the largest skype presence ever.</p> <p>Olivia gave an update on SEIU negotiations.</p>	
Adjournment	<p>The meeting was adjourned @ 11:56 a.m.</p> <p>Potluck begins – it's Matt's birthday</p>	



### Agenda Item Details

Meeting	Sep 01, 2017 - Consultation Council Copy of 09.12.17 Board of Trustees Meeting
Category	13. Trustees/Chancellor's Office
Subject	13.05 Action to Approve Board of Trustees Performance Goals
Type	Action, Discussion
Recommended Action	The Chancellor recommends the Board review and revise, as necessary.

Ongoing Board Performance Goals are aligned with the Board Strategic Goals and support the Mission, Vision, and Values of the Board.

<b>Academic Year 2017-18 Ongoing Board Performance Goals</b>
The Board will support achieving diversity within the District and its colleges. (SG 1)
The Board will continue to serve as an effective policy-making body. (SG 1,2,3)
The Board will continue to respect the District and the Colleges' governance structures and processes. (SG 1,3)
Working through the Chancellor, the Board will continue to consult with the District Consultation Council and the Citizens Advisory Council; and reach out to other community groups to ensure effective communication and collaboration. (SG 1,2,3)
The Board will support the Chancellor in implementing efforts of Student Success, accreditation, budget, and measurements of institutional effectiveness. (SG 1,2,3)
Through CCLC and other organizations and activities, the Board will continue in roles of leadership and training statewide, promoting the visibility and desirability of the District and its colleges. (SG 1,2,3)

<b>Academic Year 2017-18 Board Goals</b>
The Board will support quality enrollment management efforts through active community engagement including meetings with the Citizens Advisory Council; local school district, college, and university outreach; and participation in County of Ventura public agency events to promote and support the VCCCD.
Assist the Chancellor in establishing connections with individuals and organizations across Ventura County with a strong focus on establishing the VCCCD as a leader in economic and workforce development.
Set District/Board level student success and performance metrics that integrate college performance metrics into VCCCD annual, three-year, and six-year goals for the measures that includes annual review of progress.

### Further Information

Greg Gillespie