



Classified Senate
2018-2019 Academic Year

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

Present: Sara Murillo, Sarah Mossembekker, Matthew Moore, Olivia Long, Sebastian Szczebiot, Tatiana Lawler, Veronica Allen, Victoria Nielsen

Online via Skype: Sharon Oxford, Susana Alonso, Dana Boynton, Cynthia Salas, Alma Rodriguez

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 	Meeting began @ 10:38 am.			
<ul style="list-style-type: none"> • Adoption of Agenda 	Sarah moved to approve. Tatiana seconded.	Agenda approved.		
<ul style="list-style-type: none"> • Public Comments 	Seb announced that the VC football team made it to the State Championships and that we also have a new classified employee in the Athletic department, a VC Athletics Equipment Manager (Chet Sterling).			
<ul style="list-style-type: none"> • Approval of Minutes <ul style="list-style-type: none"> ➤ November 1, 2018 	November minutes will be sent out via email after the meeting and will be voted on next month.			
<ul style="list-style-type: none"> • VCCS Calendar and Housekeeping <ul style="list-style-type: none"> ➤ \$/Month Goal – (Action) ➤ Thanksgiving Potluck Debrief ➤ Holiday Celebration Gift Baskets – 	<ul style="list-style-type: none"> a. \$/Month Taskforce – Participants There was a consensus to leave it “as is” and repackage it to be deducted from the paychecks as a one-time deduction instead of a monthly thing. The balance of the account is currently at \$348. b. Thanksgiving Potluck Debrief Seb asked for feedback and gave a quick summary of his take on the organization of the event. There was very good feedback, but the day that it took place could be looked at 	No change, no action taken.		

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<p>December 13, 2019</p> <ul style="list-style-type: none"> ➤ 2nd Annual Trivia Night – January 2019 ➤ Candy Gram Subcommittee – February 2019 ➤ VCCS Retreat – March 2019 	<p>and possibly changed for the future. There was a lot of food and quite a bit of money donated. One hiccup brought to our attention was on how to warm up the food. We need a microwave for Guthrie Hall kitchen. We will consider changing the time limit to 1.5 hours instead of 2 hours.</p> <p>c. Holiday Celebration Gift Baskets – December 13, 2019</p> <p>Event was changed to a lunchtime event, from 12 noon -2 pm. Last year we were able to raise enough money to give two scholarships and this year we would like to either meet or exceed that amount. Sara M. asked for donations and volunteers to help on the day of the event. She gave the necessary contact information and thanked the subcommittee for all of their hard work and participation on the event thus far. She also added that non-perishable items would be accepted and donated to the VC pantry.</p> <p>d. 2nd Annual Trivia Night – January 2019</p> <p>Last year in January set aside evening to meet at social tap and did a trivial night and was fun and inexpensive and easy to organize and get together and try and do it again this year; mark calendars and send info out later on; on a Wednesday night in January</p> <p>e. Candy Gram Subcommittee – February 2019</p> <p>If anyone is interested in volunteering; most work was assembling the candy grams; went around to the offices; ad helped get money to go around; need salesperson per building; Victoria will help and Felicia to help Sara; there was mix up with Oxnard’s and delivery but got taken care of</p> <p>D. VCCS Retreat – March 2019</p> <p>Last year it was cancelled; we combined with new employee orientation; want to do a half day; the one before that was ; T&T will be on Feb 22nd; keep on radar;</p>			

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<ul style="list-style-type: none"> Program Review Classified Staffing Prioritization 	<p>VPs put together their top 5 priorities; one of our 9+1 is staffing prioritizing; these presentations are open to the campus so more are welcomed to come; this is what their areas prioritized; at this stage we make our prioritization recommendations and send to the VPs; Seb clarified some questions regarding some positions that were on the list to be hired from last year; went thought the various requests and discussed and clarified some of the positions; presented the spreadsheet with the priorities ranking recommendations; Olivia moved to approve the prioritizations; Veronica seconded;</p> <p>Discussion: Sarah, what was the thinking behind ?; Seb explained. Alma asked to see the rubric used to come up with the recommended rankings; alma doesn't see things related to student services; and would have liked to see something relted to student affairs position; Olivia moved to call the question; Alma abstained; Veronica seconded; Sarah and Alma abstained; motion passes</p> <p>Olivia did provide commentary and acknowledge past practice and will review that and look at caldendarng for next year and resolve tht in the future</p>			
<ul style="list-style-type: none"> Making Recommendations Update 	<p>VCCS Charge Update – (Discussion)</p> <p>Seb will send out I email and askfor feedback and consider as a prilimnary discussion; original mRD description and updating the classified portion; need to reapprove it;</p> <p>Will vote on this next meeting and also look at the structure; will vote on structure later in the spring; review the document and send your suggestions to seb</p>			

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	or Olivia or Felicia;			
<ul style="list-style-type: none"> • Classified Senate Reports a. Treasurer’s Report 	<ul style="list-style-type: none"> a. Classified Employee of the Year Only received one nomination for this and will send it forward; General Fund - \$2,149.21 T&A - \$413 			
<ul style="list-style-type: none"> • Committee and Group Reports 				
<ul style="list-style-type: none"> b. Board of Trustees 	BOARD OF TRUSTEES <ul style="list-style-type: none"> • didn’t meet will next be next week; 			
<ul style="list-style-type: none"> c. District Committees 	DISTRICT COUNCIL ON ADMINISTRATIVE SERVICES/CONSULTATION COUNCIL <ul style="list-style-type: none"> • HR is on campus; Anthony on tues & thurs and ann nelson, mon and wed; doning job from district here on campus; no official announcement has been made; but it’s to make them more accessible; will they start doing HR paperwork; not accessible stemmed from past ineffective ability to get stuff done with HR; • District level still discussing a compressed calendar; looking into whether or not there is a need and beneficial; next step to look at implementation; very preliminary stages; DISTRICT CLASSIFIED PROFESSIONAL DEVELOPMENT COMMITTEE DCAS <ul style="list-style-type: none"> • The new funding model was discussed. It is still in the early stages. The Academic Senate was talking about having a taskforce to look at it. EQUAL EMPLOYMENT OPPORTUNITY COMMITTEE			
<ul style="list-style-type: none"> d. Campus Committees 	ADMIN COUNCIL			

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	BUDGET RESOURCE COMMITTEE COLLEGE PLANNING COMMITTEE <ul style="list-style-type: none"> • cpc went through program review; president search is ramping up; HR reiterated that the issues in the past were with the consultant; only do recruitment; on board agenda to get consulting firm to start recruitment; STUDENT SUCCESS COMMITTEE GUIDED PATHWAYS STEERING COMMITTEE ASAG PROFESSIONAL DEVELOPMENT ADVISORY GROUP			
➤ SEIU Update	SEIU will be submitting a letter to the DAC to begin negotiations.			
b. Guided Pathways Report	Roundtable Debrief – had a roundtable recently; is a transformaitonal thing and will affect all of us;			
c. Future Agenda Items	Elections – spring; start nominations for president and treasurer can commense on June 1 st ; anyone else have reports			
• Adjournment	12:03 p.m.			
• Next Meeting Date:	December 6, 2018			