

**CLASSIFIED SENATE MINUTES**

Monday May 17, 2021

3:00 p.m. – 4:30 p.m.

**Via Zoom**

**Members Present:** Robert Delgado – *Interim President*, Marques McCoy – *Interim Vice President*, Sandra Mills - *Union Rep*, BethAnn Stone – *Secretary*, Letta Greene – *Treasurer*, Justin Nogarr – *Council Member*, T’Sendenia Gage – *Council Member*, Catt Wood – *Council Member*, Ninnette Alfaro – *Council Member* Paul West, Irene Sukhu, Zachary Siligia, Reggie Turner, Lawrence Punsalang. Imelda Lares, Grace Villegas, Shondra West, Tamara Green, Courtney Diputado

**Guest(s):** Sally Montemayor Lenz

Item	Agenda	Outcomes
1. 2. 3.	<b>Welcome Announcements Public Comment</b>	<ul style="list-style-type: none"> <li>Robert Delgado encouraged the CS to attend the <i>Return to Campus Classified Professionals Forum</i> on Thursday May 20, 2021 from 3:00 p.m. to 4:30 p.m. via Zoom. The three (3) College Vice Presidents will be present to answer questions and provide updates as well.</li> <li>No public comment(s) given.</li> </ul>
4.	<b>A. Agenda of 5/17/2021 B. Minutes of 5/3/2021</b>	<p><b>A. Agenda Action:</b> M/S: C. Wood/M. McCoy approved the agenda with no corrections (<i>14-0-0</i>)</p> <p><b>B. Minutes 5/3/2021 Action:</b> M/S: P. West/S. Mills approved the minutes with no corrections (<i>11-0-3; Imelda Lares, Ninnette Alfaro, and Grace Villegas abstained</i>)</p>
5.	<b>Presentation:</b> Guided Pathways Update	<p><b><u>Guided Pathways Update – Sally Montemayor Lenz:</u></b> Sally Montemayor Lenz presented the two (2) primary formats designed to brand the major pathways. The diamond and circle style logos include icons within each major pathway that reflect the majors or careers within the pathway. The feedback received thus far indicates that the circle logo design does not provide a clear separation of the tiles. Paul West will forward the STEM logo to Sally for reference in the branding if needed. The color palette of the logos was discussed, as we want to avoid conflict with logo/brand colors already established in other areas or units in the College and/or District. eLumen is our curriculum database and is our singular platform instead of using other systems like Program Mapper. During the building of our curriculum in eLumen, it was found that some of the degree sheets are not accurate, or are not connecting in the program mapper. The Office of Instruction and Curriculum Committee leads are currently working to revise and/or update the degree sheets as we continue to the implementation process for eLumen. The Art, Music &amp; Humanities Pathways Pilot concludes at the end of this semester. The results from this pilot including all information collected from the student experience/journey will be reviewed during the first week of June. Targeted communications were sent to students via text and e-mail during the pilot, using workshops and seminars in collaboration with SSSP, Starfish and LMC Connect. More updates will be provided next semester on the outcomes and next steps.</p> <p><b><u>CS Goals &amp; Objectives – Robert Delgado, BethAnn Stone, Marques McCoy, Sandra Mills, Irene Sukhu:</u></b> The committee reviewed the minor revisions to Goals #1 and #2. It was noted that the original intent for Goal #2 was communication and awareness not just with all Classified Professionals but also with the community. It was also noted that we do not want the participation of Classified Senate on various committees to get lost. Objective 2.3 appears to be restating the goal itself, a possible revision recommended is “Communicate the added value</p>

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<p>LMC/CS Apparel</p> <p>CS Goals and Objectives</p> <p>AAPI Resolution</p>	<p>that a Classified Professional perspective adds to the engagement across multiple committees (SGC, SEM, GE, ISLO, etc.) to the other campus groups (managers, in particular).” Is the intent of this goal for Classified Senate to promote the value of Classified Professionals to other constituency groups and the campus community in the shared governance process and LMC as a whole? It was noted that the committee will need to revise this goal and objectives to clarify its overall intent and purpose. A suggested goal revision was noted as, “Classified Senate enhances communication and awareness to Classified Professionals, the campus community, and other constituencies.” It was recommended that we review each goal, and approve or amend as needed.</p> <ul style="list-style-type: none"> <li>• Goal #1 – <b>Action:</b> M/S: C. Wood/J. Nogarr approved CS Goal #1 with the replacement of “CS” with “Classified” <b>(13-0-1; Letta Greene abstained).</b></li> <li>• Goal #2 – <b>Action:</b> M/S: C. Wood/G. Villegas approved a special CS Council meeting to review revisions and solidify CS Goal #2 before July 1, 2021 <b>(14-0-0).</b></li> <li>• Goal #3 – <b>Action:</b> M/S: C. Wood/G. Villegas approved CS Goal #3 with the addition of “At least 10%” instead of “Increase by 10%” <b>(12-0-2; Letta Greene and Justin Nogarr abstained)</b></li> <li>• Goal #4 – It was noted that the intent of the goal is to include not just the internal “LMC community” but the external as well (i.e. collaborations with the LMCF, Crab Feed, scholarship donors, etc.). The Goal Committee will refine the objective(s) within this goal to further clarify the intent. <b>Action:</b> M/S: B. Stone/S. Mills approved CS Goal #4 <b>(14-0-0)</b></li> <li>• Goal #5 – <b>Action:</b> M/S: C. Wood/G. Villegas approved CS Goal #5 <b>(14-0-0)</b></li> </ul> <p><b><u>AAPI Resolution – Catt Wood, Shondra West, Abigail Duldulao, Irma Gregory, Courtney Diputado:</u></b> Catt Wood noted that the citations mentioned in the last CS meeting were incorporated. It is recommended that this item be added to the CS Council Special meeting next month so there is adequate time to thoroughly review and approve the resolution.</p>
<p>6.</p>	<p><b>Committee Input and Report-Outs</b></p> <p><b>A. District Reports: CSCC &amp; DGC–</b> Meets tomorrow. <b>Chancellor Reece Update-R. Delgado:</b> The District Chancellor held an Extended Chancellor’s Cabinet meeting on May 11<sup>th</sup>. The “Principles &amp; Strategies” for the Return-to-Work (RTW) Plan mentioned at the last CS meeting were discussed. It should be noted that the recent student survey results on resources and returning to campus, does not include all students just those students that are currently taking classes. District is providing an overview for returning to campus/work but there have been no specific conversations yet at LMC. Local One and Classified Senate are holding a joint forum on May 20, 2021 from 3:30 to 4:30 p.m. via Zoom on the RTW Plan with the three (3) College VPs. It was requested that Management support Classified Professionals attendance. A concern was noted that as we fully return to campus, how are Classified Professionals going to provide the same level of service to Brentwood, Pittsburg and online with the same number of professionals before the pandemic (i.e. no additional support for the added areas to serve)? The Chancellor e-mailed an update on the RTW today, with more specifics to be sent around June 8<sup>th</sup>. There was some discussion on the intent of “flexibility of schedules” mentioned in the Chancellor’s update today. Some concerns were noted on the use of Student Workers to</p>

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fulfill work or roles of Classified Professionals given the increased workload of Brentwood, online and Pittsburg in-person services. They also may not be supervised appropriately and do not have access to the College databases. It was stressed to permanent and full-time Classified Professionals to work your 40 hours however, any time worked over that submit for overtime.

**Action:** M/S: S. Mills/N. Alfaro approved the extension of the CS Meeting to 4:40 p.m. **(12-0-0)**

**B. Shared Governance Council:** The ACCJC recommendations and the *Follow-up Report Timeline* were reviewed and discussed, with emphasis on the specific recommendation related to the regular evaluation of Classified Professionals.

**C. Strategic Enrollment Management:** Meets tomorrow.

**D. Safety Committee:** Meets Thursday.

**Planning Committee/ISLO Core Group:** Planning Committee approved the four (4) eLumen PR Y5 Guides incorporating the feedback from the pilot units. The video trainings and updated guides will be completed over the summer in preparation for the launch in early fall 2021. The Planning Committee approved the EES Results Dissemination Outline and the EES Results Review Template. The review template in addition to the appropriate section results and comments will be provided to the outlined groups, committees, and/or offices before fall 2021. The review template or summary from the outlined groups, committees and/or offices will be due to the Planning Committee by December 1, 2021. **ISLO Core Group:** The Core Group met to review, discuss and refine the draft ISLO definition. Please provide any feedback you may have on the following draft ISLO Definition Statement to BethAnn Stone, Sandra Mills, Paul West, Tammy Oranje and/or Robert Delgado: *In keeping with the mission, the College's Institutional Learning Outcomes represent our educational values. These outcomes arise from the most general and universal educational goals of the institution; they are neither program nor course specific. These outcomes demonstrate how all students, regardless of their course of study, have the opportunity to share in a collective academic culture. Embedded in these ILOs are strategies and principles that help students recognize and develop successful pathways to help them achieve their academic and career goals.*

*Holistically, For Faculty, ILOs provide a student-centered learning framework that guides instructional curricula in the development of program and course learning outcomes, and foster a culture of assessment and department collegiality. For Student Support Professionals (e.g., counselors, librarians, instructional facilitators), ILOs promote a campus-wide collaborative effort to improve college processes and identify strategies to strengthen student services and academic support programs. For Students, ILOs provide an understanding of our guiding principles as they pursue learning pathways. Institutional Learning Outcomes at LMC are the layering of our core values, program-learning outcomes, and graduate learning outcomes.* The group is also considering holding a two-hour virtual working retreat during Flex Week (8/16-8/20/2021) to begin drafting an ISLO Statement. This would be a working retreat solely focused on the development of a first draft. The next ISLO Core Group meeting will be held on Thursday May 20, 2021 at 1:00 p.m. via Zoom.

**E. TAG:** The Technology Strategic Plan Core Group met to work on the draft which will be sent for feedback

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		<p>soon.</p> <p><b>F. IDEA:</b> No meeting.</p> <p><b>G. Sustainability:</b> No report.</p> <p><b>H. Professional Development Advisory Committee:</b> The focus was primarily on FLEX Workshop recommendations and proposals for Focused FLEX with LPG.</p> <p><b>I. EEO:</b> No meeting.</p>
7.	<b>Council Business</b>	<p><b>A. Elections Committee:</b> The President, Vice President, Treasurer and one (1) three-year Council Member positions are still open. BethAnn Stone nominated to continue as Classified Senate Secretary <b>Action:</b> M/S: S. Mills/P. West approved BethAnn Stone as Classified Senate Secretary beginning July 1, 2021 <b>(11-0-0)</b>.</p> <p><b>B. Scholarship Committee:</b> No report.</p> <p><b>C. Bylaws:</b> Shondra West presented an Excel spreadsheet that is being utilized to conduct the review of the current Classified Senate Bylaws. The spreadsheet is organized with the bylaws and categories outlined to either keep, modify, delete, add, discussion, or move for each bylaw. In the interest of time, this agenda item will be added to the agenda for the CS Council Special Meeting next month.</p>
8.	<b>Adjourn Meeting</b>	<b>Adjourn at 4:52 pm Action:</b> M/S: G. Villegas/L. Greene <b>(10-0-0)</b>

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