

CLASSIFIED SENATE MINUTES
Monday, December 12, 2022 3:00 – 4:30 pm
[ZOOM](#)

Members Present:

Council: BethAnn Stone – *President*, Cesar Reyes – *Vice President*, Aaron Nakaji – *Secretary*, Sandra Mills – *Union Rep*, Irene Sukhu – *Council Member*, Grace Villegas – *Council Member*, Catt Wood – *Council Member*

Attendees: Myles Crain, Irma Gregory, Melina Rodriguez, Annica Soto, Sheri Woltz

Item	Agenda	Outcomes
1. 2. 3. 4.	Welcome Announcements Public Comment Classified Professional Spotlight	Welcome: BethAnn Stone welcomed the group at 3:09 pm. Announcements: BethAnn Stone announced that 500 LMC Classified Senate informational brochures have been printed and are available for pickup or delivery. Please email BethAnn if you would like to have brochures to hand out to your colleagues. The brochures were available to attendees meeting in-person and BethAnn will also bring them to Spring 2023 Opening Day for distribution. Public Comment: No public comments were made. Classified Professional Spotlight: Kathryn Anderson was unable to attend today's Classified Senate Meeting to spotlight Aaron Nakaji, so this activity has been postponed until the first CS Meeting of the Spring 2023 semester. The Classified Professional Spotlight activity is a standing agenda item for us to learn more about each other and enrich our connections, and we are looking for more Classified Professionals to share their story (for about three minutes). If you would like to share about yourself at an upcoming Classified Senate Meeting, please contact BethAnn.
5.	Approval: A. Agenda of 12/12/22 B. Minutes of 11/21/22	A. Agenda Action: Motion to amend approve the 12/12/2022 Classified Senate meeting agenda to omit Item #7 "Committee Report-outs" from the agenda. M/S: S. Mills/C. Wood (10-0-0) B. Minutes Action: Motion to approve the 11/21/2022 Classified Senate Meeting Minutes. M/S: C. Wood/G. Villegas (9-0-1; Irma Gregory abstained)
6.	Presentation: Local One Updates Gathering & Discussion	A. Local One Updates: Sandra Mills announced that the Local One bargaining team finished contract negotiations on Friday, 11/18/22, and voting for the ratification of the tentative agreement closes at 5:00 pm on 12/12/22. Sandra recommended everyone to vote "yes". Catt Wood asked how the ballots were sent out, and Sandra replied that they were sent to campus email addresses from "ElectionBuddy Elections" (invitations@mail.electionbuddy.com), and you may refer to Nicole Marti's "Tentative Agreement Ratification Vote" email, sent on 12/2/22, for additional details on voting. BethAnn Stone shared this email with the group and described where it may be found in your inbox. If the tentative agreement is ratified it will be approved by the Governing Board on 12/14/22. Local One negotiated a 5% raise retroactive to July 2022 and a further 1.5% increase starting in January 2023. Additionally, Classified will receive a 2% one-time bonus based on pay before the raises. Pertaining to compensation for temporary assignments of an additional duty, BethAnn added that the new contract includes 10% for performing the duties of a Manager. The District will continue to provide a 5% raise for performing Classified temporary additional duties. Sandra continued to share that the 10% will be retroactive to 7/1/22. Juneteenth is included with the agreement and Native American Day has been replaced with Indigenous Peoples' Day in October. New fathers would also be granted twelve (12) weeks of paternity leave. The Local One leadership team held a virtual Brown Bag meeting on 12/7/22 to listen to feedback and concerns from Classified Professionals. One concern raised was regarding the effect the retroactive pay increases have on 2022 tax reporting. Local One is still working with the District to determine how and when these increases will be paid out, but Sandra thought that it would likely be in January or February 2023, particularly since the board is also expected to receive United Faculty's tentative agreement. Irma Gregory requested further clarification on the formula used for compensation. Sandra explained that the salary increases for 2023-24 and 2024-25 were negotiated to include 84% of new ongoing revenue, rather than 88%, which is the formula in the previous contract. The negotiating team felt there may not be much of an

		<p>increase in ongoing revenue in these years, so it would be better to negotiate the 0.5% increase rather than taking the 88% formula. Negotiations can also be reopened for these years if there are unanticipated, substantial changes in revenue. Local One will meet for a retreat on 1/6/23 and an item for discussion will be the upcoming elections. The four Local One Vice Presidents have been taking on a lot of work due to the 4CD Unit President position vacancy, but an election will be held in Spring 2023 to fill it. Sandra also needs someone from LMC to serve on the union's Elections Committee. If you are a Local One member and are interested in representing LMC on the Local One Elections Committee, please email Sandra. Sandra strongly encouraged Classified Professionals to participate in Local One activities and to consider serving as an officer, and she emphasized that the union can't work to resolve issues unless its members are involved. Catt Wood asked if the Local One E-board was full or if it still needed a Treasurer. Sandra described that there is one Trustee position that is open, and recommended it as a role to begin with to become more involved in union business. Regarding issues with Payroll, Sandra instructed Classified Professionals to send an email addressing the issue, rather than simply talking to someone, to create a written record. Our contract states that once we alert the District in writing of a payroll issue, any money we are owed should be paid within five (5) days.</p> <p>B. <u>Gathering & Discussion:</u> BethAnn Stone opened the floor to discussion from the group regarding any topic or item. The group conversed about how busy it becomes at the end of the semester and discussed recent news and campus-related subjects, such as everyone's expectations for their schedule in the spring. A permanent college President is expected to be hired by the end of spring so that they can begin on July 1st. BethAnn mentioned that the new Interim President, Dr. Pamela Ralston, will start on January 1st.</p>
7.	Committee Input and Report Outs	<p>A. <u>Committee Input and Report Outs:</u> Classified Senate amended the 12/12/2022 Classified Senate meeting agenda to omit this item.</p>
8.	Council Business	<p>A. <u>Fundraising Committee:</u> BethAnn reported that the Winter Gala's rescheduled date is Saturday, 2/25/23, with a new name, "A Night in Winter Wonderland". The tickets are printed and numbered, this time on a thicker paper stock, and BethAnn will bring them to Peggy Peters in the Cashier's Office. The flyers have been sent to the band, Project 4, who will be helping promote the event at their gigs for the next two months. If you would like some flyers to display, please reach BethAnn. The attire will be business casual and the flyer was updated to include the caterer. BethAnn thanked Irma Gregory and her daughter for the flyer and ticket redesign. Project 4's band manager works for the Mt. Diablo School District and agreed to lower their booking fee to help support student scholarships, which is a very generous and appreciated gesture. Applications for the alcohol license can only be submitted thirty (30) days or sooner before the event. BethAnn has already completed the three-hour online course and exam and is now certified, which is a licensing board requirement. BethAnn submitted a grant proposal to the LMC Foundation to help fund the costs of Buildings & Grounds, Facilities, Custodial, and if needed, IT. Opportunity drawing tickets will be available to purchase at the event and the ten-ticket booklets are prepared. We received a wonderful donation of a \$150.00 gift card from Smith's Landing, which may be offered as our door prize gift basket along with a bottle of wine or champagne. We have many other potential opportunity drawing prizes donated from the community or from campus organizations. Admissions & Records, the Bookstore, and Irma are donating baskets. Deborah Baskin is donating an "A's" themed basket and Lucy Snow is donating ceramics. Please reach BethAnn if you have any items or ideas to support the opportunity drawing prize offerings. For donating to a 501C(c)(3), donors will receive a letter as a record of their contribution and to claim it as a tax write-off. Please let your friends, family, and colleagues know about this event and for more information, please refer to BethAnn's 1/9/23 "A Night in Winter Wonderland" announcement email. The flyer is included as an attachment.</p>

		<p>B. Caring Campus Committee: Irene Suhku shared that the Caring Campus Committee sent out the latest “Who Got Caught Caring” email, where Classified Professionals nominate their colleagues for recognition. Once nominations are in, those who were caught caring will appear in Caring Campus’s January newsletter. Please refer to Irene’s 1/9/23 “Caring Campus- Who Got Caught Caring? Nominations” email for more information and to submit your nominations. Lawrence Punsalang sent a funding request of \$2,500 to the VPs to purchase items such as lanyards, badge covers, printing and printing supplies, a banner, and T-shirts. On behalf of the VP’s, VP Natalie Hannum agreed to the funding request. Caring Campus will collaborate with Outreach for Welcome Week at the start of spring, and Nicole Almassey mentioned that this event will be organized a little differently than in past semesters. Volunteers and student ambassadors will be stationed at the parking lot entrances and serving hot chocolate. For more information about volunteering for Welcome Week, please refer to Nicole’s 1/11/23 “Help Welcome Students” email. BethAnn expressed how enjoyable it was to assist and interact with student at previous Welcome Week events and encouraged Classified Professionals to participate. BethAnn thanked Irene for the updates and information and wished everyone a fantastic winter break and holiday season.</p>
8.	Adjourn Meeting	Adjourn at 4:07 pm Action: M/S: S. Mills/I Sukhu (10-0-0)