

**CLASSIFIED SENATE MINUTES**  
**Monday, April 10th, 2023 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*, Catt Wood – *Council Member*

**Attendees:** Lisa Avery, Courtney Diputado, Irma Gregory, Connie Konsavage, Nadiya Korkuna, Andrew Murphy, Tatiana Pak, Lawrence Punsalang, Melina Rodriguez, Annica Soto, Sheri Woltz

Item	Agenda	Outcomes
1. 2. 3. 4.	<b>Welcome</b> <b>Announcements</b> <b>Public Comment</b> <b>Caring Campus Moment</b>	<p><b>Welcome:</b> BethAnn Stone welcomed the group at 3:05 pm. The Classified Senate meeting was held in-person at BRT-135 of the Brentwood Center.</p> <p><b>Announcements:</b> BethAnn Stone shared the flyer for the upcoming Classified Professionals Appreciation Bowling Night, which takes place on Thursday, 4/27/23, from 4:30 to 6:30 pm. Bowling shoes, pizza, soda, and snacks will be provided. We will have two hours of bowling time and BethAnn requested that we show up a few minutes early to receive our shoes and be ready to bowl at 4:30 pm. BethAnn will follow up with Interim President Ralston to announce the event to Managers so they can encourage all Classified Professionals to attend. To view the Classified Professionals Appreciation Bowling Night flyer and to RSVP, please refer to BethAnn’s 4/18/23 “RSVP Now for Classified Professionals...” email.</p> <p>BethAnn Stone announced that the Classified Professionals Leadership &amp; Career Advancement Series provided a link to their 3/24/23 webinar titled “What is My Pathway to Professoriate?”. They also announced their next webinar for 4/21/23 titled “What Can I Do to Stand Up to Injustice and Inequity”. This leadership webinar series is open to all Classified Professionals to attend and they will continue to provide BethAnn with links to the recordings. If you are interested in registering for the 4/21/23 webinar or would like to watch the previous webinar’s recording, please refer to BethAnn’s 4/12/23 Classified Senate meeting summary email.</p> <p><b>Public Comment:</b> No public comments were made.</p> <p><b>Caring Campus Moment:</b> Nadiya Korkuna introduced the Caring Campus Moment activity and described it as an opportunity for us to recognize a positive “caring” behavior, interaction, or experience we recently observed with ourselves, students, and/or colleagues. Irene Sukhu added that this sharing can be organic, rather than something planned for or emailed to Classified Senate in advance. Cesar Reyes shared with the group that Sandra Mills visited him in the Graphics Lab with a student who needed to use a computer for classwork since his laptop had been stolen. Sandra had heard the student’s need, then took him around campus in search of an appropriate computer workstation he could use. Catt Wood talked about helping a high school student who visited the Brentwood Center last week during Spring Break, not knowing that classes were not in session. The student had been dropped off, so she passed time in the Library until she could get a ride home. The Caring Campus Moment will be an agenda item for the remainder of Classified Senate meetings this semester.</p>
5.	<p><b>Approval:</b></p> <p>A. Agenda of 4/10/23</p> <p>B. Minutes of 3/13/23</p>	<p>A. <b>Agenda Action:</b> <b>Motion</b> to approve the 4/10/2023 CS meeting agenda with one (1) correction to change the Brentwood Center room location from BRT-125 to BRT-135. <b>M/S:</b> C. Wood/I. Sukhu (13-0-0)</p> <p>B. <b>Minutes Action:</b> <b>Motion</b> to approve the 3/13/2023 Classified Senate Meeting Minutes with one (1) correction to the Public Comment item (1st page, five rows above Classified Professionals Spotlight) to read “services available to them and they will happen every third Thursday...” instead of “and there will happen...”. <b>M/S:</b> C. Wood/C. Reyes (13-0-0)</p>
6.	<b>Presentation:</b> SEM 2.0 Success Team Model Presentation	<p>A. <b>SEM 2.0 Success Team Model Presentation:</b> Lawrence Punsalang presented the SEM 2.0 Straw Proposal for the Student Success Team Model &amp; Student Success Coach Responsibilities and shared its slideshow with the group. Lawrence explained that the SEM 2.0 project was built from the work of Dr. Sally Montemayor-Lenz prior to Summer 2022 for the design and development of a success team model for Guided Pathways. The SEM cross</p>

<p>CCCAA Student Athlete Policy Change</p> <p>Joint Senates Meeting Follow-up</p>	<p>functional team then worked through Fall 2022 to design the current iteration, which is the subject of this presentation. The initial success team model consisted of seven different members, while the final core success team has five. They are the Dean, the Student Success Coach, a Counselor, the Student Ambassador, and a Faculty Mentor. Student Services such as A&amp;R, the Library, etc., are outside of this core model but will still help and support students. SEM has come to a consensus on the Student Success Coach responsibilities and continues to work on the responsibilities for the other five members. They plan to hire Student Success Coaches as early as summer, which are Program Coordinator positions, for each of the five Learning, Major, &amp; Career Pathways. These are the only Classified Professional positions in the Success Teams. Melina Rodriguez is our first Student Success Coach and has already been performing similar work for Workforce &amp; Economic Development. Two other Student Success Coach positions will be a realignment for existing Program Coordinators, and the remaining two positions will proceed as the hiring of new Program Coordinators. Lawrence opened the floor to questions from the group Irma Gregory asked how many students one Success Team will support, and Lawrence replied that the number of students assigned to each team is not set and will vary, and will depend on the number of enrolled students in each Pathway. Connie Konsavage asked how it will be handled if someone is in two or more different Pathways. Lawrence explained that these students would have Student Success Coaches from each Pathway supporting them and who would also be in communication with each other. Sandra Mills asked if Student Success Coaches will be referring their students to Student Services, and Lawrence confirmed that they would provide students with warm hand-off referrals. Sandra also raised a concern about “Proactive student case management from registration to completion”, which is listed as one of the Student Success Coach responsibilities, and recommended from a Union perspective that the language used to define “case management” aligns and corresponds with the current Program Coordinator job description. Irma agreed and commented that case management for the large groups of students in a Pathway can be a loaded process if the Student Success Coaches are responsible for managing their success rates and other outcomes. Lawrence noted this feedback and will bring it back to the SEM team. He also mentioned that the Success Team will be primarily focused on first year intervention, which is a smaller group than all the students in a Pathway. Melina further explained that the reason first year students are prioritized is because this is the time when students are learning the most about the college, its processes, and how to access resources and services. During the Success Team pilot, as students progressed along their educational journey, they also moved into other categories of support from their Success Team based on the number of units they have completed. For example, there is a lot more work to educate our first year students on accessing tutoring resources at LMC than our last semester students, even though the Success Team will be supporting both groups. Connie asked if this program also supports high school dual enrollment students, and BethAnn Stone explained that the model currently does not, but that interventions are in place, and will be expanded upon, to help with transitioning dual enrollment students to the first year college experience at LMC. Irma inquired about how the Success Team model will work with existing programs and their coordinators. Lawrence replied that these programs will continue to provide their services directly to students and explained that the Success Team project is in trial mode, so it will continue to be changed as SEM receives feedback and adapted as they experience setbacks and successes. There was a final question from Irma regarding how undecided students would fall into a Pathway, and Lawrence responded that they were not sure and would discuss this with the SEM team. Lawrence thanked the group for their comments and feedback. If you have any questions or input into SEM 2.0, the Success Team Model, and/or the Success Team Coach please feel free to e-mail your SEM representatives, Lawrence Punsalang, Grace Villegas, Michael Simpson, and Connie Konsavage.</p> <p><b>B. CCCAA Student Athlete Policy Change:</b> Catt Wood presented the California Community College Athletics Association (CCCAA) Policies on the Inclusion of Transgender Student Athletes. Catt explained that this policy was adopted during COVID and was brought to Catt’s attention once it became an issue at DVC. There has been such an uproar over this policy that the CCCAA has started to convene a committee to revise it, but until this revision is made our students will continue to deal with the policy. A link to the policy can be <a href="#">found here</a>. Catt summarized the policy as follows:</p> <ol style="list-style-type: none"> <li>1. Trans student athletes must self-disclose and submit a doctor’s note with detailed records of their gender-affirming care (medical and psychological) in order to participate in CCC athletics.</li> <li>2. A committee of administrators and faculty will review these confidential documents and approve or deny the student’s request to participate.</li> <li>3. Trans student athletes must re-submit all of these documents every academic year.</li> </ol>
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In addition to trans athletes, it could also be used to discriminate against our student athletes who are Women of Color or who are from the global south, and the policies it is modeled after have been used historically and recently to target, discriminate, and remove athletes who are Women of Color from competition. Catt explained that the policy is based on transphobic beliefs and outdated medical knowledge and definitions. CCCAA based their 2019-2020 policies on a NCAA policy created in 2010, and even the NCAA has updated their practices since. Catt recommended four opportunities for early intervention in response to the existing policy:</p> <ol style="list-style-type: none"> <li>1. Mindfully recruit the trans athlete review committee at LMC. The committee should include trans and gender nonconforming members as well as allies, and those educated in gender affirming care and real issues that trans students and trans athletes face.</li> <li>2. Reach out to trans, intersex, genderqueer, and gender nonconforming athletes before they start the application process so that they know their rights and their options. Not all trans, genderqueer, and gender nonconforming student athletes are required to disclose or submit to a review committee.</li> <li>3. Create an infrastructure of support for LGBTQIA2S+ students. Provide access to a team of advocates, allies, and counselors students can turn to before and during this process.</li> <li>4. Inform students about this policy's changes for cisgender women athletes.</li> </ol> <p>Catt described that while the policy was written with good intentions, students will continue to be affected by the current policy until revisions are made and adopted. The former chair of the CCCAA sent a letter on 4/6/23 stating that the CCCAA has begun to put together a task force for its revision. Catt will also present this topic to LMCAS and Academic Senate, and Irene Sukhu suggested bringing it to some of the committees as well. BethAnn Stone offered that it could be brought to SGC at their next meeting. The floor was opened to questions, comments, and further discussion about the policy and many in the group expressed their surprise and concern upon learning about it. The group discussed the invasive nature of disclosing medical records. Sandra Mills remarked that the transition process can be very difficult and shared about a Student Worker of hers who had engaged in an act of self-harm while on-campus. Sandra felt that she was not trained to handle this event, and from the perspective as an employee, we should have a team of people who are prepared and equipped to respond to the psychological situations that arise from our trans athletes navigating the policy and dealing with its effects. Sandra empathized with the unique and challenging leadership role our coaches have with their student athletes. Irma Gregory reminded the group that the college has a valuable resource, a dedicated athletics counselor, who may be able to address some of these situations with our students. Andrew Murphy also suggested TimelyCare as an alternative resource. Catt felt that, from their experience, students will want to talk to other members of their community about these matters, and that having a LGBTQIA2S+ counselor and other similarly dedicated resources would be an important part of our future plans. For your reference, Catt's presentation in PDF has been included as an attachment with BethAnn's 4/12/23 Classified Senate meeting summary email.</p> <p>C. <b><u>Joint Senates Meeting Follow-up:</u></b> BethAnn Stone presented the follow-up to the Joint Senates Meeting, which took place on 3/20/23. Notably, some managers were in attendance, and BethAnn thought that this may have stifled some of the conversations. A more targeted invitation approach may be adopted to prevent this from occurring next time. There was a lot of great input from students and suggestions for solutions to issues that were brought up. Students asked for more student-centered events on-campus and requested that upcoming events be promoted more broadly. Food trucks, school dances, and having a track and field team were also topics of interest. BethAnn will organize the complete notes from the Joint Senates Meeting and provide them to Classified Senate for feedback, comments, and discussion at our 4/24/23 Classified Senate meeting.</p>
7.	Committee Input and Report Outs	<p>A. <b>District Reports:</b> BethAnn Stone reported that the Classified Senate Coordinating Council (CSCC) met in-person for the first time in three years on 4/4/23, which was preceded by an in-person retreat on 3/23/23. CSCC talked about the updates to Curriculum &amp; Instruction procedure 4001, which align it with the changes to Title V regarding</p>

		<p>In-Progress grades. BethAnn communicated to CSCC and DGC the ongoing problem of students having to go to different campuses to fulfill their requirements. Board Policy 4014 was reviewed and some of its language was corrected. The 4CD Distance Education Council is developing a district-wide system for institutions to monitor, track, and ensure regular interaction between the student and the instructor during distance or correspondence education, per district policy. CSCC discussed having proctors available at every campus for students to be able to drop-in and take exams. They also talked more about the 4CD Wellness Proposal and asked DGC to provide a timeline and regular updates. DVC held their first planning meeting for Job Links 2023, which is scheduled for 6/1/23. At DGC, the tenured Faculty reception and Classified Professional of the Year receptions were announced for 4/12/23 at 4:00 pm, right before Governing Board convenes. Arthur King is the District's Classified Professional of the Year. Phyllis Carter presented the tentative budget assumptions. DGC wanted to reach out to Classified and Faculty who are part of the Facilities Master Plan Team. Sandra Mills asked for clarification on which areas will have representation on the team. BethAnn explained that the Facilities Master Plan encompasses the whole campus, but there are areas of focus for renovation from which representatives have been selected. Our four Classified Professional constituent representatives will be regularly coming to CS and reporting out. There will be several College Assemblies and continued presentations and opportunities for input at future Classified Senate meetings. Cesar Reyes raised his concern about renovations for the theater and Irma brought up the Classified Senate storage situation. Sandra remarked that the newer buildings are represented in the selected constituency but the College Complex is not. BethAnn assured Classified Senate that she will continue to raise these and other concerns to leadership and the larger group regarding the Facilities Master Plan.</p> <p><b>B. Shared Governance Council:</b> Irene Sukhu reported that most of the SGC meeting was spent with VPSS Tanisha Maxwell presenting the SEM 2.0 Success Team Model for first read. Once it finishes its road show at each Senate it will return to SGC for a second read and approval. President Ralston provided a few updates on AB 2449 and reiterated that we have a resources webpage that hosts its related documents. Irene commented on the variety of new situations that arise with AB 2449 and shared that she had recently learned that votes only count for members voting in-person, not for those attending online. So, a voting member needs to be present in one of the meeting spaces for their vote to count. Irma Gregory asked if online members still count towards quorum, and BethAnn Stone replied that they do if they have submitted the teleconference waiver form and it has been approved. SGC also reviewed and approved the RAP rubric. <b>Motion</b> to extend the meeting until 4:40 pm. <b>M/S:</b> C. Reyes/C. Wood (13-0-0). BethAnn requested a motion to appoint Nadiya Korkuna as the third CS Representative to SGC. <b>Motion</b> to approve the appointment of Nadiya Korkuna as a Classified Senate Representative on SGC. <b>M/S:</b> C. Wood/I. Sukhu (13-0-0)</p> <p><b>C. Strategic Enrollment Management:</b> Lawrence Punsalang reported that SEM had a workshop at their last meeting where SEM coaches from each college presented their Student Success Team work. On 4/17/23 the Fall 2023 schedules will be live. SEM held an activity to create and revise the duties and responsibilities of Success Team members, and Connie Konsavage added that this activity was a carryover from work which began at College Assembly. A survey was also administered pertaining to the SEM committee's progress as a whole.</p> <p><b>D. Safety Committee:</b> Safety Committee has not met since the last Classified Senate meeting.</p> <p><b>E. Planning Committee:</b> In the interest of time, BethAnn Stone will provide the Planning Committee report out to the Classified Senate via an email summary.</p> <p><b>F. TAG/Technology Plan Core Group:</b> TAG has not met since the last Classified Senate meeting.</p> <p><b>G. IDEA:</b> Catt Wood reported that IDEA met and received a great report out of NCORE from Abbey Duldulao. IDEA had four mini-grants applications to review, three of which were approved, with one being sent back with a request for better numbers. A meeting was planned to overhaul the IMPACT Mini-grants before they are promoted again.</p> <p><b>H. Sustainability:</b> There was no new Sustainability Committee report out since the last Classified Senate meeting.</p> <p><b>I. Professional Development Advisory Committee:</b> BethAnn Stone shared that Jim Kolthoff has volunteered to join Robert Delgado and Courtney Diputado as CS Representative on PDAC. <b>Motion</b> to approve the appointment of Jim Kolthoff as a Classified Senate Representative on PDAC. <b>M/S:</b> C. Wood/S. Mills (13-0-0). Courtney reported that PDAC discussed the upcoming conferences to fund, and one that received attention for potential group funding is the Online Teaching Conference. Courtney recommended that applications to attend open up to Classified Professionals as well, since there are several Student Services-oriented sessions scheduled.</p> <p><b>J. EEO Committee:</b> An EEO report was not available for today's Classified Senate meeting. BethAnn Stone commented that she will work with Denise Uribe to have an EEO meeting summary available for our meetings. We are in need of a third Classified Senate representative to serve on EEO Committee. EEO meets on the second</p>
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		Tuesday of every month from 2:30 to 4:30 pm. Representatives will be required to attend in-person at either the Pittsburg Campus or Brentwood Center. For more information on the work and charges of EEO, you may <a href="#">visit their website</a> , and please reach BethAnn if you interested in serving on this committee.
8.	<b>Council Business</b>	<p><b>A. Elections Committee:</b> Sandra Mills announced that the call out has been made for Classified Senate Council nominations and as of today's meeting, no nominations have been received. Nominations will be accepted until 4/17/23. This is BethAnn Stone's last term as Classified Senate President, and the Treasurer and Grace Villegas's Council Member seat are also up for election in the spring for terms that will begin in Fall 2023. BethAnn expressed that serving as a Classified Senate Council Member has been one of the most rewarding parts of her career and she highly recommended this type of involvement and participation to all Classified Professionals. A list of the current Council Members and their terms can be found at this <a href="#">Classified Senate website link</a>. For more information on the elections and nomination process, please refer to Sandra's 4/10/23 "Classified Elections" email.</p> <p><b>B. President's Forum Questions:</b> BethAnn Stone shared that the public forums to select our new College President will take place on May 11th and 12th, and students, Faculty, and Classified Professionals each have an opportunity to provide questions to present to the candidates. If you have a question that you would like to ask the LMC President candidates during our open forum sessions, please email them to BethAnn by 2:30 pm on Monday, 4/24/23. At the next Classified Senate meeting we will review and discuss the draft questions, then arrive to a consensus on final questions to move forward to the screening committee.</p>
9.	<b>Adjourn Meeting</b>	<b>C. Adjourn at 4:50 pm Action: M/S: S.Mills/C. Wood (10-0-0)</b>