

CLASSIFIED SENATE MINUTES

Monday, April 13, 2020

3:00 p.m. – 4:30 p.m.

Via Zoom

Members Present: Nicole Almassey – *President*, Robert Delgado – *Vice President*, BethAnn Stone – *Secretary*, Sandra Mills - *Union Rep*, Catt Wood – *Council Member*, T’sendenia Gage – *Council Member*, Ninnette Alfaro – *Council Member*, Justin Nogarr – *Council Member*, Paul West, Chris Long, Courtney Diputado, James Kolthoff, Erika Messenger, Cesar Reyes, Shondra West, Eloine Chapman, Irene Sukhu, Grace Villegas, Aaron Nakaji, Jennifer Garcia, Diane Ahlborn, Andrew Murphy, Imelda Lares, Susie Hansen, Diane Ferguson, Michelle McQuaid

Members Excused: Letta Greene – *Treasurer*

Item	Agenda	Outcomes
1. 2. 3.	Welcome Announcements Public Comment	<ul style="list-style-type: none"> • No announcements stated. • No public comment given.
4.	A. Agenda of 4/13/2020 B. Minutes of 3/23/2020	<p>A. Agenda Action: M/S: S. Mills/C. Wood approved with one correction. Insert “Council Member” in front of Ninnette Alfaro’s name. <i>(7-0-0)</i></p> <p>B. Minutes 03/23/2020 Action: M/S: N. Alfaro/J. Kolthoff with one correction. Union Rep for last meeting was Sandra Mills, not Paul West <i>(7-0-1; Susie H. abstained)</i></p>
5.	Presentation: Mission Statement	<p><u>ISER Report – BethAnn Stone:</u> Nicole A. provided the updated draft of the LMC ISER 2020 for the first read to the Classified Senate last week and visually-shared the updated draft on the screen. BethAnn Stone provided an overview of the draft and noted that the evidence specifically has been updated to include hyperlinks. The evidence is currently stored and linked to Sharepoint. Anyone outside of the District will not be able to access or view it. The Office of P&IE will be updating the Accreditation ISER 2020 website to include all evidence for public access in the near future. The Accreditation Team will be given district-employee access for the evaluation and visit. BethAnn noted standards of interest such as IVA (shared governance), IIA (instruction), IIC (student services), and IIB (learning support services). Please provide any feedback you may have via e-mail to BethAnn Stone and Chialin Hsieh by 3:00 p.m. Friday April 17th. Feedback will then be provided to the appropriate Standard Team Captain for review and possible narrative and/or evidence revision. The Senates will receive the next updated version of the LMC ISER 2020 for the second read in advance of the April 27th meeting.</p> <p><u>Mission Statement – Nicole Almassey:</u> Nicole visually displayed the draft Mission Statement for review, feedback and endorsement. It was recommended that we change “support resources that empower them” to “empower and support them”. Nicole did note that the phrasing used “support resources” refers to Classified Professionals and the resource we provide to support their education. Sandra asked if there are changes to this draft and we endorse it, does it come back to us for re-endorsement? Nicole stated that if there are drastic revisions to this draft, then it would most likely come back for a re-endorsement. If there are minor grammatical revisions, it most likely would not come back to us.</p> <p><u>Healthy/Fun Virtual Habit – Nicole Almassey:</u> Nicole presented the Classified Senate with a number of various exercises for the mind and body that will help to keep us healthy in mind, spirit, and body as we continue to work</p>

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		<p>from home, and shelter in-place. Nicole stated that if anyone uses and/or discovers new online or virtual resources or things, to inform her so it can be shared. Nicole will send the handouts and video link below to the Classified Senate following the meeting today.</p> <ul style="list-style-type: none">• “Get Up Off That Thing!” – is a worksheet of several different stretching exercises that will aid in stretching at your desk and/or during your stretching breaks. It is important to take breaks and stretch often. Sandra shared that she utilizes a large ball to sit on that helps alleviate back and neck pain when working at the computer for long periods of time.• “6 Mindfulness Exercises You Can Try Today” by Alfred James – Nicole virtually displayed the handout and provided a brief overview of these six (6) exercises that should be practiced regularly to keep your mind and relationships healthy. The six (6) mindfulness exercises are: mindful breathing, mindful observation, mindful awareness, mindful listening, mindful immersion, and mindful appreciation. It is also noted that a movement has begun to change the term “social distancing” to “physical distancing”. Social distancing implies that we should distance ourselves socially, which is not what we want as a country. Physical distancing implies distancing ourselves physically from others, but still socializing from a safe physical distance.• Video – Nicole displayed a YouTube video that will bring some laughter and enjoyment, and was reminiscent of our holiday luncheon. https://www.youtube.com/watch?v=usO_6-RuCrq.
6.	Committee Input and Report-Outs	<ul style="list-style-type: none">A. DGC: Meets tomorrow.B. Shared Governance Council: Provide draft Mission Statement and ISER to Senate for review and feedback.C. Strategic Enrollment Management: Meets next week.D. Safety Committee: The Committee was working on evacuation routes and safety monitors before the COVID-19 shelter in-place. Information will be forthcoming via e-mail pertaining to safety monitor assignments and trainings.E. Planning Committee/EMP: The Committee developed two (2) separate workgroups to review and bring recommendations back to the Committee on the Goal/VfS Theme Report and the PR Year Three Evaluation Report. The EMP Core Group met to review and discuss the draft goals, objectives, table of contents, and format of report.F. TAG: Meeting cancelled.G. IDEA: Meeting on Thursday.H. Sustainability: No meetingI. Professional Development Advisory Committee: No meeting, next meeting is April 23rd.J. EEO Committee: Meets tomorrow.

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<p>7.</p>	<p>Council Business</p>	<p>A. Elections Committee: Nominations have been extended until April 27th. Robert is looking at how e-ballots for voting can be done.</p> <p>B. Scholarship Committee: The Committee developed their own rubric and read all applicant essays. There were 47 applicants, with the top applicants selected and moved forward to Tammy. Unfortunately, due to the cancellation of the Crab Feed and many other fundraising events, we did not have as much funding for scholarships this year. \$5,000 was awarded (4-\$500 LMC continuing student scholarships, 3-\$1,000 transferring student scholarships). Sandra greatly appreciated the tremendous work of the Scholarships Committee and recommended that we research more ways to fundraise.</p> <p>C. JobLinks: JobLinks has been cancelled, the committee did not want to hold a virtual option. Nicole did mention if anyone at LMC is interested in hosting a workshop(s) for LMC Classified Professional Development in the summer to contact her.</p> <p>D. CLI: CLI has been cancelled, although 4CS has decided to host a virtual CLI that will be held during the same dates as the originally in-person planned event. Shondra West stated more communication via e-mail will be coming.</p> <p>E. Logoed Item: The Lunch Bag #2 and the ID badge holder were previously approved. The Classified Senate approved the expenditure of up to \$1,000 to purchase the aforementioned, approved logoed items as soon as possible. Action: M/S: S. Mills/N. Alfaro (8-0-0)</p> <p>F. Chancellor’s Search: The search date has been postponed until September. All currently selected candidates will be notified and a return response requested if they are still interested in pursuing the selection process given the postponement.</p> <p>G. Caring Campus: All three (3) Colleges in the District were awarded the grant. The grant plan focuses on Classified Professionals and the work we do, including the interactions and support we provide to students. We are currently waiting on a response from the representative on the next steps for conducting grant activities and expenditures, given this new virtual world.</p> <p>H. Accreditation: ISER first read (earlier presentation).</p>
<p>8.</p>	<p>Adjourn Meeting</p>	<p>Action: Adjourn at 4:05 pm</p>