

CLASSIFIED SENATE MINUTES

Monday, December 2, 2019

3:00 p.m. – 4:30 p.m.

Room CC2-236

Members Present: Nicole Almassey – *President*, Robert Delgado – *Vice President*, BethAnn Stone – *Secretary*, Ninnette Alfaro – *Council Member*, Catt Wood – *Council Member*, Justin Nogarr – *Council Member*, Sandra Mills - *Local 1 Representative*, Grace Villegas, Paul West, Courtney Diputado

Members Excused: Letta Greene – *Treasurer*, Justin Nogarr – *Council Member*, T’sendenia Gage – *Council Member*

Item	Agenda	Outcomes
1. 2. 3.	Welcome Announcements Public Comment	<ul style="list-style-type: none"> • Meeting called to order: 3:04 p.m. • Robert Delgado announced he is in an OoCA position as the LMC Human Resources Assistant. He is now located in the Business Office. • Nicole Almassey will contact Russ Holt regarding the reduction of staff parking spaces in Lot C and the re-striping of staff parking spaces in Lot A. • No public comment given.
4.	A. Agenda B. Minutes	<p>A. Agenda- Action: M/S: G. Villegas/C. Wood approved (5-0-0)</p> <p>B. Minutes 11/18/2019 – Action: M/S: P. West/R. Delgado approved with two (2) corrections (4-0-1; <i>Grace Villegas abstained</i>)</p>
5.	Presentation	<p><u>Zoom Presentation –Nicole Almassey:</u></p> <ul style="list-style-type: none"> • Email went out to LMC earlier this year • Recommend not using personal device for a work Zoom meeting • Everyone in the D.O. has a zoom account under their District email • Can be problematic with larger groups; too much feedback on the other end • Today’s presentation is about identifying issues and challenges • Courtney can be contacted for training • Check on auto-transcribe • Video and speakers needed • Use of laptops • Zoom etiquette • Do we need access to a smart zoom (i.e. L215) for use of zoom if we don’t have a webcam or speakers
6.	Committee Input and Report-Outs	<p>A. District Reports: No meeting.</p> <p>B. Shared Governance Council: No meeting.</p> <p>C. Strategic Enrollment Management: Currently discussing best practices, guiding principles, and the overall workload for the committee.</p> <p>D. Safety Committee: No report.</p> <p>E. Planning Committee: In lieu of regularly scheduled meeting, the EMP Core Group will be meeting on Thursday during the regularly scheduled Planning Committee timeslot.</p>

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		<p>F. TAG:</p> <ul style="list-style-type: none"> • TAG met last week, Courtney will check with Carl on a report-out; Sandra Mills would • Students can't print in CORE for the last two weeks, IT says too busy with new buildings; how do IT requests get prioritized?, Student needs should come first • Need more CS representation at meetings <p>G. IDEA: No quorum; discussed whether to stay Brown Act Committee and how to best proceed (i.e. members increase)</p> <p>H. Sustainability: No report.</p> <p>I. Professional Development Advisory Committee: PDAC met last Tuesday and discussed upcoming new employee orientation; Sandra noted it would be nice to intro or include the Local One Reps; there are also protocol gaps with adjunct faculty in student emergency situations, and room scheduling.</p> <p>J. EEO Committee: No report.</p>
7.	Council Business	<p>A. Holiday Luncheon: The Holiday Luncheon sold 80 tickets; it has proven to be difficult with compressed calendar and the week after Thanksgiving makes it difficult to get good numbers.</p> <p>B. Job Links: Job Links will be held at Contra Costa College next year. The Job Links Committee needs Classified Senate volunteers to serve on the event planning committee. We need a representative from LMC to ensure our voice is heard during the event planning process. Nicole Almassey sent a call-out for Classified representation with no responses.</p> <p>C. CLI: The Classified Leadership Institute (CLI) will be held June 11-13, 2020 in Riverside. The agendas are not fully developed yet. A sign-in sheet for the conference will be available at every CS meeting. If you have not been before, we highly encourage you to attend. As part of the commitment to attend, each attendee will be required to develop 1-3 slides on equity-centered learning at the conference for a Powerpoint presentation to the Office of Equity & Inclusion. Funding is available to send five (5) Classified Professionals.</p> <p>D. Crab Feed: First meeting was held today. The big ticket item was a TV (65 inches – higher is better).</p> <p>E. Bowling Night: Bowling Night will be held on Friday December 6th from 5:30-7:30 at Delta Bowl. Robert Delgado will send an email invitation and RSVP to Classified today. If they want to bring family, they can; Concern is it should just be LMC Classified.</p> <p>F. Accreditation: No report.</p>
8.	Adjourn Meeting	<p>Action: This meeting ended at 4:34 pm</p>