

CLASSIFIED SENATE MINUTES
Monday, November 8, 2021 3:00 – 4:30 pm
Via Zoom

Members Present:

Council: BethAnn Stone – *President*, Reginald Turner – *Treasurer*, Irene Sukhu – *Secretary*, Sandra Mills - *Union Rep*, Lawrence Punsalang – *Council Member*, Catt Wood – *Council Member*

Attendees: Irma Gregory, Paul West, Cesar Reyes, Nicole Almassey, Shondra West, Annica Soto

Guest(s): Sally Montemayor Lenz

Item	Agenda	Outcomes
<p>1. 2. 3.</p>	<p>Welcome Announcements Public Comment</p>	<p>Welcome: Beth Ann Stone welcomed the group at 3:04pm. Announcements: There is a new calendar invitation with Zoom information for the Classified Senate. Please email BethAnn if you would like the calendar invitation. BethAnn announced that VPI Natalie Hannum has suggested that she visit Classified Senate meetings where she can address thoughts and/or concerns. She will plan to attend the last two Classified Senate meetings for this semester. BethAnn also emailed Sally Montemayor-Lenz regarding the classified professional lack of involvement and collaboration with the LMC Guided Pathways and the related success teams. This was also brought up at SGC.</p> <ol style="list-style-type: none"> 1. BethAnn asked about the sharing of information and the hiring of positions for the roles of success teams as they relate to program assistant and program coordinator. Email response from Sally Montemayor-Lenz stated VP Carlos Montoya isn't necessarily hiring new positions and this leads to questions about how LMC will pivot from its current staffing structure to a success team model. She also stated that LMC still needs to determine the role responsibilities and training needs to support the LMC Success Teams Pathways Model. 2. BethAnn stated in the email that when the roles were being developed, classified professionals were not given an opportunity to provide input on the development. Sally's response stated that the success team roles are in draft and have not been finalized; more discussion and analysis are needed. 3. BethAnn also brought up the point about how the formation of success teams will affect classified professionals but there has not been input from Classified Senate or Local 1. Sally responded by agreeing that classified professionals play a critical role but she is not sure of the degree that this is being discussed with respective managers/departments; it is a conversation that needs to be had but LMC is not there yet. Sally also added that she is not privy to the daily operations of how LMC deans and managers are sharing updates with their teams. <p>BethAnn attended the Gathering of the 4CD Senates which was an open forum. Overall, the other senates are feeling similarly in regard to the loss of morale, a need for more classified professional involvement in Classified Senate and related activities. Strategies and actions were discussed. BethAnn will share this information at our next Classified Senate meeting. 4CS Lift- BethAnn will forward the email with information. If you are interested in attending virtually please email BethAnn. November 15 to 18, 8:30am – 5pm. It includes mentoring and coaching. Cost of \$200. (CEEP funds)</p> <p>Nicole Almassey announced to the group reminding all to check your pay advice. This has been a campus and district issue with payroll. Sandra Mills echoed Nicole's announcement. If you see something on your pay advice that doesn't make sense, please contact Sandra Mills.</p> <p>Public Comment: Irma Gregory made a comment about errors coming from our Business Office. She and others will discuss this after the meeting. No other comments were made.</p>
<p>4.</p>	<p>Approval: A. Virtual Meeting Continuance B. Agenda of 10/25/2021</p>	<p>A. Virtual Meeting Continuance: M/S: Motion to approve the continuance of Classified Senate meetings to be held virtually for November 2021 according to AB 361. M/S: S. Mills/C. Wood (8-0-0)</p> <p>B. Agenda Action: 11/08/21 Motion to approve the 11/08/2021 CS meeting agenda with the amendment to include Umoja Thanksgiving Basket Donation under agenda item #5 (Presentations) between A and B. M/S: N. Almassey/S. Mills (9-0-0)</p>

	<p>C. Minutes of 10/11/2021</p>	<p>C. Minutes Action: 10/25/21 Motion to approve the 10/25/2021 Classified Senate Meeting Minutes with no corrections. M/S: C. Wood/C. Reyes (9-0-0)</p>
<p>5.</p>	<p>Presentation: LMC Pathways Update UMOJA Thanksgiving Basket Donation CS Vice President Election Bylaws Review & Revision</p>	<p>LMC Pathways Update: Sally Montemayor Lenz provided an update on Guided Pathways and what was presented at SEM. Health and Public Safety has been changed to Health & Public Service divided into subcategories of Health, Public Safety, and Teacher Education. Now reads Behavioral Science and Social Science, removing the word “health”. Under STEM, Industrial Technology (Statistics Pathway) will be moved to Business, Manufacturing, and Transportation along with adding Computer Information Technology to the group. Also, Industrial Technology and Manufacturing will be combined into one group with subcategories of Instrumentation Technology, Electrical Technology, Process Technology, and Welding. Lastly, Arts, Humanities, and Communication, ESL was revised from AA/AS to CSC/COA certifications. Although ESL runs through all pathways, it is housed in Arts, Humanities, and Communication, subgroup Communication & Language. The heading banner is static meanwhile Office of Instruction is working on finalizing the programs through COCI This information will go to SGC this Wednesday and back to SEM November meeting, and back to SGC December 8 meeting for action. Sally Montemayor Lenz also introduced the annual Scale of Adoption Assessment (SOAA) that will be due no later than March 1, 2022 so the review cycle needs to start soon. In NOVA, every pillar has different practices in relation to the SOAA and Guided Pathways. Sally requested Classified Senate to review the SOAA and provide feedback/edits by end of November/beginning December.</p> <p>Umoja Thanksgiving Basket Donation: In the past, Classified Senate has donated one or two Thanksgiving baskets to Umoja. Reggie Turner provided the balance that is roughly \$4,700 but the \$4,500 for scholarships has not been expended yet. BethAnn to email Beverly Bui to confirm. There should be around \$200 in the budget. Motion to approve a \$25.00 donation for the Umoja Thanksgiving Basket Drive from the Classified Senate Fund 79 account. M/S: P. West/R. Turner (9-0-0)</p> <p>CS Vice President Election: Paul West thanked and acknowledged Cesar Reyes for pointing out that initiating a call out for president elections was done in error. Due to the bylaws, which states, “The Vice President shall: iv. Succeed to the office of President, upon resignation or removal of President, and serve the remainder of the <i>year</i>.” The solutions are that the senate needs to make the following motions: One: Motion to rescind special election for President initiated on October 11, 2021; Two: Motion to initiate a special election for the Vice-President, to be held on November 22 with a 10-day notification in accordance with the bylaws. Paul West will send the special election email to the group tomorrow (on November 9.) As a result, nominations for Vice President vacancy will be effective and last day to accept nominations will be November 19 (10 days from November 9.) The Vice President term and current President term will be through the remainder of the year until June 30, 2022. Motion to rescind the Classified Senate President Election based on the bylaws. M/S: N. Almassey/C. Wood (10-0-0) Motion to call for nominations and hold a Special Election for Classified Senate Vice President to serve until the end of the 2021-22 academic year (06/30/2022). M/S: N. Almassey/C. Wood (10-0-0) Motion to call for nominations and hold a Special Election for Classified Senate Vice President to serve until the end of the 2021-22 academic year (06/30/2022, per the current bylaws). M/S: N. Almassey/C. Wood (10-0-0)</p> <p>Bylaws Review & Revision: Shondra West and Robert Delgado are currently reading through the bylaws and making recommended revisions from a holistic perspective. The discussion topic of voting members needs to be made clear: voting members of the elected senate council or inclusive to all classified professionals. This is a critical decision because it then impacts the rest of the bylaws. The bylaws state, “Article III, Section 2, a: the voting members shall consist of the LMC Classified Senate Council as defined in Article IV, section 1a. And employees hired by the Contra Costa College District as defined in Article III, section 1a.” If it is decided that only council members be voting members, the last clause would be removed; if it is decided to include all classified members, then the statement remains the same. Motion to revise Classified Senate Bylaws Article III-Section 2-Item a, to approve voting rights for only Classified Senate Council members and not all permanent Classified Professionals. M/S: C. Wood/I. Sukhu After the motion was made, the group discussed that although this has not been the historical procedure, if the change is made, some classified members who have voted in the past might not be aware of the change. Another concern is that classified members might feel that they do not have a voice; members having a vote encourages them to attend Classified Senate meetings. Another note, when quorum is established for voting purposes, this will be affected in who are quorum voting members. However, the quorum consist of the council members to determine attendance 50% +1 to approve items. The voting matter can be seen from different perspectives: members might be discouraged to attend meetings if they don’t have a vote and on the other hand,</p>

		members might not run for council positions if they will always have a vote regardless. Catt Wood proposed that we announce to all members that this topic is being voted on and to encourage them to attend the next meeting to vote on whether they want to have voting rights. Motion Amendment – Move this item for approval to the next meeting to allow for all LMC permanent Classified Professionals as defined in Classified Senate Bylaws Article III-Section 1a, to vote on this bylaws revision. M/S: C. Wood/S. West (11-0-0)
6.	Committee Input and Report Outs	This agenda item was tabled to the next meeting due to time constraints. A. District Reports: B. Shared Governance Council: C. Strategic Enrollment Management: D. Planning Committee & ISLO Core Group: E. TAG/Technology Plan Core Group: F. IDEA: G. Sustainability: H. Professional Development Advisory Committee: I. EEO Committee: cancelled
7.	Council Business	CS Mission Statement Subcommittee: Catt Wood reviewed the draft of the mission statement and Sandra Mills received input from English department to look at grammar and made other revisions. Motion to approve revised Classified Senate Mission Statement as outlined below. M/S: S. West/L. Punsalang (11-0-0) “In accordance with the District and College Shared Governance Model and the mandates of AB 1725, the Classified Senate of Los Medanos College will represent the diverse voices of Classified Professionals with intention and participate in the Shared Governance process to promote equitable strategies to strengthen college culture, improve the student experience, and initiate college-wide collaboration. <i>LMC Classified Senate was established on December 16, 1991</i> <i>CS Mission Statement adopted 11/09/2021.</i> ” Fundraising Committee: Nicole Almassey shared the logo that will be used for the Fun Run- Maurice the Mustang with a graduation cap “LMC Mustang Scholarship Fun Run.” The group is struggling with timeline because there are 20 days to order and receive shirts. Participants might not be able to indicate their shirt size due to time constraints. Also, the company that was going to make the medals quoted a six to eight week turnaround time; the committee is looking for another vendor that would provide a less customizable medal. A solution is to push the fun run to January but the primary intention of the fun run was to celebrate the end of the semester. However, funds need to be added to the scholarship fun by February. Motion to approve up to \$1,200.00 from Classified Senate Fund 11 for the purchase of 250 medals for Fun Run participants. M/S: S. Mills/C. Wood (11-0-0) Caring Campus Committee: The committee consists of 9 members and the first meeting will be held on Monday, November 15 at 10am via Zoom.
8.	Adjourn Meeting	Adjourn at 4:33 Action: M/S: I. Sukhu/N. Almassey