

CLASSIFIED SENATE APPROVED MINUTES
Monday, September 8, 2025 3:00 – 4:30 pm
[ZOOM](#)

Classified Senate Council:

President: Irene Sukhu; **Vice President:** Liz Esparza; **Treasurer:** Sheri Woltz; **Secretary:** Connie Konsavage; **Local 1 Representative:** Michael Simpson; **Council Members:** Christian Diaz-Galarza, Michele Laruta, Lyssa Shabusheva, Grace Villegas

Absent: S. Woltz, C. Konsavage

Guests: Sandhya Bhatnagar, Alex Rosewood, David Valencia, Justin Nogarr, Arvella Tutt

Presenters:

Item	Agenda	Outcomes
1. 2. 3. 4.	Welcome, Introductions, Establish quorum Announcements Public Comment Caring Campus Moment & Updates	1. Welcome at 3:04 p.m. 2. Gathering of the Senates hosted at Sierra College on 10/24/25, 8:00 -3:30. We sent 2-4 people last time. Send me an email if you're interested in attending. Registration is open from 09/02/2025 to 10/10/2025. A. Rosewood indicated interest in attending. 3. None 4. Caring Campus is collaborating with Equity in Action and will host a series of PD workshops for hard skills: AI, Adobe Acrobat, and Excel. The first one is going to be held this Friday, 09/12/25, from 2:00pm -3:30pm in room L109 with a Zoom option. Dr. Bola King Rushing is from the Institute for Evidence-Based Change (IEBC) and will be sharing information about Caring Campus and new updates. The IEBC developed Caring Campus. An email was sent out last Thursday. Please RSVP. I. Sukhu, L. Punsalang, J. Nogarr, and R. Armendariz are starting this for the 2025 fall semester and may continue into the spring if well attended.
5.	Approval: 1. Teleconference Waiver Form 2. Agenda of 09/08/25	5. 1. No Teleconference Waiver Forms were submitted. 2. Action: Motion to approve the 09/08/25 CS meeting agenda with the following revision: Changing Brentwood room # to 125 - L. Shabusheva/G. Villegas (5-0-0)
6.	Classified Senate Mission & Vision	6. CS Mission and Vision: This can be found on the front page of the CS website. The Mission & Visions were read.
7.	Council Business A. CS Budget Overview & Foundation B. Elections subcommittee	7. A. CS Budget Overview & Foundation: This was discussed during the spring, but we missed a step with the CS Foundation account. We did not actually move the funds over to the Scholarship account. We need to have a formal vote, so I am requesting a motion to transfer \$ 3,500 from the Foundation account to the Scholarship account. This will leave about \$300 in the Foundation account. Motion to transfer \$3500 from the Foundation program account to the Foundation Scholarship account: M. Simpson/L. Shabusheva. (5-0-0) B. Elections subcommittee: At our CS Retreat in August, it was noticed that we have not been following our procedure for elections in our CS By-Laws. We need to follow the By-Laws. Vacancies coming up at the end of this year: Vice President, Secretary and (2) two-year Council Members. If interested let Irene know.

	<p>C. Bunco Night subcommittee</p> <p>D. Crab Feed Planning subcommittee</p> <p>E. Classified Professional Engagement</p>	<p>M. Laruta, M. Simpson, G. Villegas, A. Nakaji are interested. You cannot be on the sub-committee if you are not planning to run for one of the positions. We have had 3-5 people on the committee but prefer 4-5 people.</p> <p>C. <u>Bunco Night subcommittee</u>: Thursday, 10/23/25, 6:00-8:00 p.m., and the cost is \$25. This is not a lot of money required to host this (paper, pencils, dice). We are thinking of Halloween themed with cookies, candy and water bottles for sale. L. Shabusheva shared the Bunco Rules. Send I. Sukhu an email if interested in being on the subcommittee. Brought up there is an LMC Foundation function on the same date so we may want to change the Bunco date. I. Sukhu, G. Villegas, and M. Simpson all volunteered for the subcommittee. Student Life is planning a Trunk-or-Treat the following week. Robert is asking if anyone is interested in volunteering/supporting the Student Life events. Let Robert know.</p> <p>D. <u>Crab Feed Planning subcommittee</u>: Looking for volunteers – I. Sukhu, G. Villegas, A. Rosewood. We wanted to get started early this year. We have crab, salad, dessert, and music. Will be reaching out to others because it takes a team to host this event.</p> <p>E. <u>Classified Professional Engagement</u>: It was discussed at our CS Retreat to host a monthly Classified activity to increase engagement of members: September – breakfast, October - lunch, November/December (shorter months) - Does anyone have any ideas? We want to mirror the Brentwood campus too. Some suggestions: Classified Tea/Coffee. These can be scheduled for 8:30-9:00 a.m., before we open, so everyone can join. CS may not have the funds to buy everyone's lunch, but can meet in a central location to eat (bring your own lunch), and CS can supply dessert and play games. Option: Blue Bunny sundaes for dessert. Nov/Dec – Do we want a Holiday potluck, or ... Maybe have a themed something. Boba was recommended. Do we want to set something up for September? Mondays are too stressful; perhaps Friday. Crazy Hat Day was recommended – Spirit Days. Crazy Hat Day and Tea/Coffee for September. Wednesdays sound better because some people may be remote on Fridays. Wednesday, 09/15/25, 8:00-9:00 a.m., Crazy Hat Day with Tea/Coffee. M. Simpson offered to collaborate and have the L1 Breakfast the same day. This would only be for Pittsburg and M. Simpson will connect with Jeanie Smith, L1 President, to get a date for Brentwood. We will have on the agenda to plan for the next activity in October.</p>
8.	Classified Committee Representation	<p>8. <u>Classified Committee Representation</u>: L. Shabusheva needs to step down from Sustainability because she was put on Curriculum. I. Sukhu went over the Committees. <u>Vacancies</u>: Planning Committee = 1; Sustainability = 1; Professional Development Advisory Committee (PDAC) = 1; Equal Employment Opportunity Committee (EEO) = 1; and recently formed out of the former SEM Committee: Enrollment Strategy & Planning Committee (ESPC) = 1; and Student Success Team Committee (SSTC) = 2. Dr. Maxwell wants Success Coaches to be the Classified Reps. I. Sukhu has asked that she and the Success Coaches to bring feedback to us, would like to request two (2) informal representatives for Classified since she wants to ensure two-way communication. Please email I. Sukhu if you are interested. If not, I will have to assign people to be on the committees.</p>
9.	<p>Committee Input and Report Outs</p> <p>A. College & District Reports:</p> <p>B. Planning Committee:</p> <p>C. Sustainability:</p> <p>D. Professional Development Advisory Committee:</p>	<p>9. <u>Committee Input and Report Outs</u></p> <p>A. <u>DGC: JobLinks</u> will be held at DVC, 05/28/26. Each school's Classified President attends DGC. Classified Senate Coordinating Council (CSCC) meets before DGC to bring the ideas together and present them to the DO. CSCC members decided they wanted to bring a JobLinks Procedure to the District. They ran it by Mojdeh, and she recommended keeping it with the Classified Senate group to allow for more flexibility. It does have Mojdeh's backing. Reviewed the draft JobLinks Procedure and what they have so far. They would like everyone to review and provide feedback so they can take it to the next DGC meeting at the end of September. <u>BP 10.0.6</u>: Third read. Most changes are grammatical edits reworded to include shall instead of having required or should, etc. Discussion around Section 6.1 – BCC the groups you are sending to.</p> <p>B. <u>Planning Committee</u>: No report</p> <p>C. <u>Sustainability</u>: No report</p> <p>D. <u>PDAC</u>: J. Nogarr, membership was discussed re: faculty and classified. Recommend a team for the Strengthening Student Success Conference and the Collective Equity Impact Institute. Q: How are we notified of these opportunities? A: PDAC wants to start getting the word out earlier than what has</p>

	<p>E. EEO Committee: F. AI Task Team: G. Shared Governance Council:</p> <p>H. Enrollment, Strategy & Planning Group: I. Safety Committee: J. TAG: K. IDEA: L. Student Success Team:</p>	<p>occurred in the past instead of waiting for the DO to put something out. One way is to start listing them on the PD website. Getting the word out 3-6 months earlier.</p> <p>E. <u>EEO</u>: No report F. <u>AI Task Team</u>: No report. I. Sukhu to follow up to see if that is still happening. G. <u>SGC</u>: Tasked with reviewing the Mission & Vision; introduced the new student member; Cristina Goff is the new Senate Curriculum member and Curriculum Committee Chair; talked about the RAP process. Based on what the Task group recommended, the draft version of the Committee Guidelines presented last year is still being reviewed. SGC also took the Charge Sheet Template that the Task Group recommended they use. They filled it out based on the position paper and added one charge related to the RAP Process and which accreditation standard the committee supports; Racel and Irene volunteered to review this and added the membership and reporting relationship. I will email out for your feedback. R. Pedersen is going to send the Mentimeter survey we did on Opening Day for the LMC values, to the students as well. He will bring those results back to help determine what values we want to focus on as a college. H. <u>Enrollment, Strategy & Planning Group</u>: Met once to discuss the new scheduling one-year cycle. Nothing to report on yet. I. <u>Safety Committee</u>: Do not think they have met yet. J. <u>TAG</u>: No report. K. <u>IDEA</u>: Meeting next week. L. <u>Student Success Team</u>:</p>
10.	Adjourn Meeting	10. Adjourn Action: Motion to adjourn the 09/08/2025 meeting at 4:29 p.m. M/S: G. Villegas/L. Shabusheva

FALL 2025 Dates:

- September 8th September 22nd
- October 6th October 20th
- November 3rd November 17th
- December 1st

CC: Pamela Ralson- President, Tanisha Maxwell- Vice President of Student Services, A'kilah Smith- Vice President of Instruction, Carlos Montoya- Vice President of Business & Administrative Services, Adrianna Simone- Academic Senate Co-President, Louie Giambattista- Academic Senate Co-President, Salvador Velazquez- President, LMC Associated Students