

Classified Senate Meeting Minutes
Monday, October 6, 2025 | 3pm to 4:30pm
Meeting ID: 457 954 1699 | Pittsburg Location: SS4-412 | Brentwood Location: BRT-125
<https://4cd.zoom.us/j/4579541699?pwd=aUwOWnlkd0VIZW9UckZtSONtRDl2Zz09>

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: none

Guests: Tanita Richardson, Sandra Mills, Justin Nogarr, Gabby Escobar, Jeanette Espinda, Alex Rosewood, Michelle McQuaid, Lindsay Litowitz, Lawrence Punsalang, Eloine Chapman, Jazmin Morales, David Valencia, Jocelyn Morales, Sarah Ryan

Presenters: Rachel Anicetti, Beverly Bui, Rosa Armendariz, Ryan Pederson

Item	Agenda	Outcomes
1. 2.	Welcome, Introductions, Establish quorum Announcements	1. Welcome at 3:03 p.m. 2. I. Sukhu - October is Domestic Violence Month: As a campus we are going to recognize it by wearing purple on a specific day. We've already spoken with LMCAS, and they requested a Tuesday so that is 10/21/25 or 10/28/25. Dr. Ralston will be sending out a campus-wide email with additional info, including the date. I. Sukhu - Gathering of the Senates: All the spots are filled for 10/24/25 at Sierra College.
3. 4.	Public Comment Caring Campus Moment & Updates	3. S. Mills is retiring as of 12/30/25. 4. L. Punsalang - Caring Campus update: This Friday, 10/10/25 from 2:00-3:00pm, in CO-200, we will have our second Caring Coffee. This is a collaboration with the Office of Equity. We are hosting a professional development workshop on AI. Our Librarian, Roseanne Irwin is presenting. Caring Coffee is Caring Campus' way of providing professional development and connecting with students through the Caring Campus. Behavioral Commitments. We will also have one in November and December. You can join in person or zoom.
5.	Chat with a Dean	5. R. Anicetti - Chat with a Dean: Nicole and I thought we would be here as a resource for Classified Senate (CS) and help bring forward, advocate, collaborate on questions Academic Senate is diving into or concerns we might be able to help with. <u>Question</u> from last meeting regarding the support courses need to have in person options because the VA does not pay for remote or hybrid option, has prompted Rachel to indicate they (the Deans) need a shared document to track the concerns. <u>Division Meetings</u> last Monday across the college focused on math and science, liberal arts, CTE, and the Brentwood Center. The goal is to have these division type working meetings once every semester. The topic for this meeting was the block schedule. <u>DEFINITION: Block schedules have a common start or end time based on how many hours a course meets during the week.</u> When we moved from an 18-week to a 16-week compressed calendar, back in 2017. This schedule did not launch until fall 2018. We were in it for a year and a half and then COVID hit. We have been in action/reaction since then. We haven't had time to sit and reflect on what is working, what's not working. An instructional department perspective, they've been instructed to either start or end a course on a block. How biology schedules a lab course is completely different than how English schedules a hybrid C1000 course. We are looking to create a more student-centered schedule: an example is once a week, face to face evening classes is being popular with students. When you look at it on a grid it's not obvious so make the visuals line up more clearly; how to encourage more Friday options, or possibly Saturday classes potentially. Also making sure the students still have access to services in conjunction with library hours, the Center for Academic Support and student services. Are there thoughts of bringing back College Hour? Another thing that came up was considering our participatory governance meetings in relation to class schedules. Faculty that teaches until 2:10 or those that have children in the Child Study Center and must be picked up by 3:50, it's trying to find a balance that supports everyone. Friday and Saturday classes are like the winter intersession in relation to having services available for the students. We are going to take what was discussed to the Enrollment Strategy and Planning group.

	G. Enrollment, Strategy & Planning Group (ESPC): H. Safety Committee: I. Technology Advisory Group (TAG): J. Institutional Development for Equity & Access (IDEA):	G. Enrollment, Strategy & Planning Group: Meeting tomorrow. H. L. Punsalang - <u>Safety Committee</u>: Fall training drill was discussed. Not an actual drill scheduled for 10/16/25 at 10:16am. Not an actual drill but if an earthquake were to happen, the procedure is to Drop on the floor, find cover and hold on. The Child Care Services will have a drill and police services will be present. The staff, teachers and kids will leave the building and go to a safe place. This is not a campus wide drill. Updates were also made to the Safety Committee, some additions and some people removed. I do not currently have that information handy. <u>Question</u> about Brentwood safety Drills. Will they be doing the shake out drill? No, you can participate if you want on 10/16/25 at 10:16am. I. <u>TAG</u>: No report. J. L. Litowitz - <u>IDEA</u>: We did some advising on the 3-year student equity plan that is due 11/30/25. We have the Equity Mini-Grants up to \$5000. We decided to fund the Math Study Slam series, two in the fall and two in the spring. They just had their first one on 10/3/25. 10/3/25 was also Impact Conference Day. At a previous meeting we followed up with the planners for The Long Talk, funded by another Equity Mini-Grant last year. We are considering doing it again, but no decision has been made yet. We would like to improve marketing, the website and the application process for the Equity Mini-Grants. We are re-evaluating our charges for SGC. We supported the attendee selection for Equity Mini-Grant NCOR, AMEND and APAHI in the spring. <u>Question</u>: What's the deadline for the Equity Mini-Grant? <u>Answer</u>: There isn't one. There is \$5,000 per semester so apply anytime. We just need enough time to get it on the agenda for our next meeting.
10.	Updated Treasurer's Report	10. S. Woltz – Fund 11 account: The only new things added on are Irene's PCard for last month, snacks and the Bunko Fundraiser supplies. Recommend detailing line items, not just US Bank, etc. and Line 8 typo should be Smart & Final. The Foundation (673) account was created by the Foundation, as a working account, where when selling crab feed tickets, the funds were going into this account and then the funds were transferred over. The Trust account had deposits over the summer from the Brentwood Chili Cook-Off and the Paint Night. It is recommended to keep this account open as it makes it a little easier to track our fundraising. We do not have direct access to the two Foundation accounts. We must request information from the Foundation, and this takes time. Fund 11 account has a balance of \$9,444.44. Has a GL associated with it. Scholarship account (761) has a balance of \$451.00. No GL associated with it. Foundation account (673) has a \$0.00 balance. No GL associated with it. Trust account has a balance of \$547.00. Has a GL associated with it.
11.	Council Business A. <u>Classified Committee Representation</u> B. Crab Feed Planning Committee C. Classified Professional Engagement for October	11. A. I. Sukhu – <u>Classified Committee Representation</u>: We have a few vacancies on Planning Committee, Equal Employment Opportunity Committee (EEO) and Enrollment Strategy and Planning Committee (ESPC) if anyone is interested in representing Classified Senate. If you are not sure yet you can always send me an email. We ask that you attend the committee meetings, take notes and report back at the Classified Senate meetings and you take information back to the committee from the Classified Senate meeting. <u>Planning Committee</u>: Anyone interested in being on this committee? Tanita Richardson. Ok, all in favor of Tanita being on the Planning Committee? Vote was unanimous. <u>EEO</u>: No interest so I'm going to recruit people. <u>ESPC</u>: Christian Diaz-Galarza you emailed about your interest in serving on this committee. Anyone else interested? OK, all in favor of Christian being the Classified B. I. Sukhu - <u>Crab Feed Planning Committee</u>: Anyone interested in being on this sub-committee? I have myself, G. Villegas, L. Robertson, S. Mills, A. Rosewood, S. Woltz and A. Soto and C. Konsavage would like to be added. I would like to start planning a meeting for this, maybe this Friday? Look for an email from me. C. I. Sukhu - <u>Classified Professional Engagement</u>: During our last meeting, we discussed organizing a Bring Your Own Lunch (BYOL) event in Brentwood, scheduled for 10/17/25. It is also the Classified Nexus. I want to ensure we include the new Classified, as this could be a chance to show them the Brentwood campus. I'd like to suggest 01/24/25, which coincides with the Gathering of the Senates. Would you be

	D. Future Fundraising Ideas	OK with moving the date to October 24, 2025? Dr. Ralston does support this idea. She did want to know what the expectation was if we had our lunch hour in Brentwood, would we stay in Brentwood and work over there or would we be coming back to Pittsburg and continuing our day here? Her recommendation was to have our lunch hour and then stay at Brentwood for a Professional Development (PD) workshop. She will take it to the President's Cabinet and get manager support to allow Classified to travel to Brentwood. Student Services closes at 1:00. We'd get to Brentwood by 1:30, have our BYOL, and then participate in a PD workshop. Great idea, but what about moving to November due to the short timeframe? We are changing the date to November 7, 2025, and I will bring it back to the next meeting. D. I. Sukhu - <u>Future Fundraising Ideas</u>: One of our goals as a Senate. Any ideas? We could host a Soup Cook-off, Department Decorating, or Decorate Your Doors contest. Alternatively, we could organize Decorate to Educate, highlighting what your department does, or Decorate Your Favorite Book. Due to Student Life holding Halloween Week events, Classified Senate was not going to do anything for Halloween.
12.	Adjourn Meeting	12. Adjourn Action: Motion to adjourn the 10/06/2025 meeting at 4:26 p.m. M/S: S. Mills/C. Konsavage

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