Classified Senate Meeting Minutes

Monday, November 3, 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=aUw0Wnlkd0VIZW9UckZtS0NtRDl2Zz09

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: Michele Laruta

Guests: Sandra Mills, Raheema Islam, Alex Rosewood, Justin Nogarr, Aaron Nakaji, Victoria Jacobo, David Valencia

Presenters: Rachel Annicetti, Eloine Chapman, Juliet Casey

Item	Agenda	Outcomes
1. 2. 3. 4.	Welcome, Introductions, Establish quorum. Announcements Public Comment Caring Campus Moment & Updates	1. Welcome at 3:06 p.m. 2. Save the Date for the CS Crab Feed, 2/28/25. 3. Dan Cueva sent an email out on 10/20/25 with a CCSIG~CELEBRATE WALKTOBER WITH US flyer. 4CD has a group. It's free and I hope everyone can join. 4. Caring Campus collab with Equity in Action on 11/14/25 in L109. Will be sending link to register. CC Newsletter went out, and Andrew Murphy got Caught Caring
5.	Chat with a Dean	5. No questions for the Dean today.
6.	Approval: A. Teleconference Waiver Form B. 11/03/25 Agenda C. 10/20/25 Minutes	6. A. None. B. Action: **Motion to approve the 11/03/25 CS meeting agenda: S. Woltz/S. Mills 2nd** *(6-0-0)* C. Action: **Motion to approve the 10/20/25 CS meeting minutes G. Villegas/M. Simpson 2nd** *(7-0-0)*
7.	Graduation Committee Update	7. The Graduation Committee would like to use AI to read names. Reasons: Better pronunciation, save time and line up for graduation. **Questions/Concerns:** What kind of data collection do they do? Then would our graduates' names be in a database somewhere? What is the cost? It's expensive and they are thinking of submitting a RAP. Going back to cost, if we are tightening our belts due to lack of funds, couldn't this money be used somewhere else for a better benefit? We are hearing there is no money.
8.	To PDF or Not to PDF	8. ADA Title II Compliance and we have deadlines fast approaching, April 24, 2026. Not just PDFs files but Word docs, PowerPoint presentations, applications any file linked to our website as well as any website linked to our website. Any software, regardless of whether it's student/public facing, employee facing, behind password protection, all of it needs to be accessible. Mobile applications and social media posts also must comply. Thousands of documents will need remediation. Using the four C's: Clear, Cut Categorize, Contain. Do we really need them? If so, how long do we keep them? There are some exceptions. DocAccess is AI OCR where it turns it into text and it's like a sidecar file to your PDF. DSPS really liked it. The cost is about $4,000 per year.
9.	Council Business: A. Engagement Activity – Meeting at Brentwood B. Update on Crab Feed Planning C. Future Fundraising Ideas	9. Council Business: A. Our last Classified Senate meeting for this year is 12/1/25 and I thought we could have it at the Brentwood Campus. We can arrive around 2, have a potluck and everyone can bring a dish to share. I. Sukhu will email a sign-up sheet. She prefers a diversity potluck or just bring food. B. We've met twice, sent the Save the Date flyer out, confirmed location and IT request submitted. I am meeting with T. Sanders (Foundation) to set up Eventbrite. Next meeting to discuss entertainment and food. We think we have the pricing down but need to confirm. C. Soup cook-off in March, after Crab Feed. M. Simpson to Lead and L. Esparza Co-Lead.

10.	**Committee Input and Report Outs**
	  A. College & District Reports
	
	  B. Enrollment Strategy & Planning (ESPC)
	  C. Equal Employment Opportunity (EEO)
	
	  D. Institutional Development for Equity & Access (IDEA)
	  E. Planning Committee
	  F. Professional Development Advisory (PDAC)
	  G. Safety Committee
	  H. Shared Governance Council (SGC)
	
	  I. Student Success Team (SST) Committee
	  J. Sustainability
	
	  K. Technology Advisory Group (TAG)
		10. Committee Input and Report Outs
		  A. <u>College and District Reports</u>: DGC did not meet in October since they had two meetings in September. Our next meeting is tomorrow, 11/4/25.
		  B. <u>(ESPC)</u>: Discussed scheduling and FTEF (Full-Time Equivalent Faculty) and data around modalities, when we plan/schedule classes with our one-year cycle. C. Diaz-Galarza is now a CS representative on this committee as well.
		  C. <u>EEO</u>: I. Sukhu spoke to C. Montoya about the CS Representative vacancy. J. Young is attending as the HR Representative, not as the CS Representative. Still have a vacancy. No report. <u>DEEOAC:</u> No report.
		  D. <u>IDEA:</u> No report
		
		  E. <u>Planning Committee</u>: No report, we meet this Thursday, 11/6/25.
		  F. <u>PDAC</u>: Next meeting will be 12/4/25. Flex week, last day to submit is 11/26/25. Conferences: A2men, (3/5/26-3/6/26) and APAHI is (4/12/25-4/14/25) an email will be forthcoming.
		  G. <u>Safety Committee</u>: Great Shake Out was held in place. No evacuation drill.
		  H. <u>SGC</u>: Reviewed and approved the Student Equity Plan (SEP) with minor verbiage changes from the Academic Senate. Discussed LPG's (Local Flex Planning Group) relationship with PDAC along with membership dynamics and approved the charges. Discussed feedback from the Senate on the Mission, Vision, and Values (MVV) and it's being word smithed and will be brought back to us for final approval. We then reviewed budgets for RAP.
		  I. <u>SST</u>: Meets once per month, on the 3rd Friday.
		
		  J. <u>Sustainability</u>: No report. Next meeting is 11/19/25, at 3:30 in L-106, may be via Zoom this next meeting instead.
		  K. <u>TAG</u>: No report. Bob will chair the next meeting to figure out what the charges are, how to move forward in the spring and who will chair in the spring.

11.	Adjourn Meeting	11. Adjourn Action: **Motion to adjourn the 11/03/2025 meeting at 4:26 p.m. M/S: S. Woltz/G. Villegas 2nd** *(7-0-0)*

FALL 2025 Dates:

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