

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

Council Members Present: Irene Sukhu – *Vice President*, Sheri Woltz – *Treasurer*, Connie Konsavage – *Secretary*, Sandra Mills - *Union Rep*, Courtney Diputado – *Council Member*, Catt Wood – *Council Member*, Christian Diaz-Galarza – *Council Member*, Lyssa Shabusheva – *Council Member*
Attendees: Mika Mobley, Lindsay Litowitz, Justin Nogarr, Aaron Nakaji
Guest(s): none

Item	Agenda	Outcomes
1. 2.	Welcome Announcements	1. Meeting called to order at 3:08pm. 2. BethAnn will not be here today and may not be as present in the foreseeable future. We miss BethAnn. • Jeanie Smith email re: upcoming negotiations and survey. Please fill it out so we know what you want us to be negotiating for you; • Donut Drop to <i>new</i> Classified Professionals this week;
3.	Public Comment	3. Trying to get the hot food vending machine moved closer to the students and this side of campus. Brentwood has had to have them refill theirs because the students/staff keep emptying it out.
4.	Caring Campus	4. Deadline for Spotlight Nominations is end of day today. Thye will be highlighted in the February newsletter.
5.	Approval: A. Agenda of 2/3/2025 B. Minutes of 11/25/2024 C. Teleconference Waiver	A. Agenda Action: Motion to approve the 02/03/2025 CS meeting agenda - M/S: S. Mills/C. Wood (8-0-0) B. Minutes Action: Motion to approve the 11/25/24 CS meeting minutes with no corrections. M/S: S. Mills/S. Woltz (8-0-0) C. No Teleconference Waiver Forms were submitted.
6.	Council Business: A. Spring 2025 Elections B. Scholarship Committee C. Committee Updates D. 2025 Crab Feed Update	A. Need volunteers for the Elections Committee. The Elections Committee establishes a timeline for the elections, create ballots, count ballots, etc. We would need about 3-4 people for the Committee. Positions: Treasurer, 3-year Council Member, 2-year Council Member, and then the President. All can run again except the President. New positions will start July 1, 2025. Please email I. Sukhu and cc B. Stone if interested in serving on the Elections Committee. B. Need 4-5 people to serve on the Scholarship Committee. You review scholarship applications and vote on ones to be approved then those students receive scholarships. S. Mill and C. Konsavage volunteered to be on the Scholarship Committee. Please email I. Sukhu and cc B. Stone if interested in serving on the Scholarship Committee. C. Please let us know if you serve as a Classified Representative on a committee and are unable to serve for this semester. • If you know of any new committees that are requesting Classified Representation let us know. Example is AI Task Team started last semester and was looking for Classified Representation. • SGC is looking for a third Classified Representative. Let I. Sukhu know and cc B. Stone. • New Council Member or if you do not have yoru picture on our Classified Senate webpage, please send I. Sukhu your headshot so we can add you. • TAG Committee is looking for one Classified Representative • Sustainability is looking for two Classified Representatives as well. J Fay is no longer on this committee. D. We currently have only sold 9 tickets to the Crab Feed after checking with the Cashier's Office and Leetha for online ticket sales. It's only been out for a week so we just need to get the word out. QR code is on the flyer, can pay with Apple Pay, Google Pay, cash, credit card or check. Posted on Facebook (my neighborhood group, and In and Around Pleasant Hill group). Is the price tax deductible? Yes.

7.	<p>Presentations:</p> <p>A. President's Classified Professional Exemplary Leadership & Service Award Committee & Timeline</p> <p>B. NACCC Staff Survey Results</p>	<p>A. Dr. Ralston has sent out emails before winter break for people to submit nominations. Nominations close 2/7/25. We need a Selection Committee. The rubric calls for the CS President and two Classified Professionals but we are asking for anyone that wants to be part of the Selection Committee. B. Stone suggested we create a list of 5-10 people in case one of them has been nominated and cannot serve on the committee. It's better to have a list to pull from. Please let I. Sukhu and B. Stone know if you are interested. The committee would meet the week of 2/18/25 to review and select the winner. The nomination will be sent to President Ralston on 3/3/25 and then Dr. Ralston will announce the winner. It will be about a one-month process. You will be informed by 2/10/25 if you are part of the committee. C. Wood volunteered to be on the committee.</p> <p>B. Reviewed at Classified Senate Retreat. Had a long discussion about the safety issue. Waiting on R. Pederson for specifics about the safety issues addressed. B. Stone will have additional information at the next CS meeting on 2/24/25. Hard copies are on the table.</p>
8.	<p>Committee Input and Report Outs</p> <p>A. College & District Reports</p> <p>B. Shared Governance Council</p> <p>C. Enrollment Management & Planning Group</p> <p>D. Safety Committee</p> <p>E. Planning Committee</p> <p>F. TAG</p> <p>G. IDEA</p> <p>H. Sustainability</p> <p>I. Professional Development Advisory Committee</p> <p>J. EEO Committee/ DEEOAC</p> <p>K. AI Task Team</p>	<p>A. College & District Reports (DGC, CSCC) No report out. Next meeting is 2/4/25.</p> <p>B. Shared Governance Council: Need a 3rd Representative. Meet 2nd and 4th W, 2-4pm. C. Konsavage volunteered.</p> <p>C. Enrollment Management & Planning Group: No report out. Next meeting is T 2/4/25, 2:30-4:30, Room CC-223</p> <p>D. Safety Committee: Need an updated list. Door locks, faculty not feeling safe if shooter on campus, fire drill this semester. Will look up monitors and update. Also, a monitors training coming up. Next meeting is TH, 2/20/25. Safety Committee needs to inform those that are assigned as Safety Monitors so they are aware.</p> <p>E. Planning Committee: Next meeting has been postponed until TH 2/20/25.</p> <p>F. TAG: Haven't met since October 2024. Next meeting is scheduled for T 2/25/25.</p> <p>G. IDEA: Retreat over Flex week with EEO and PDAC because after the SGC research project they were thinking of combining the committees or eliminating EEO. Working towards making EEO a workgroup since having difficulty meeting quorum due to trouble getting Faculty Representation. Talked about making a handbook for hiring managers. IDEA did not have the capacity to take on any other items. We can report out at next CS meeting. Next meeting is TH 2/20/25.</p> <p>H. Sustainability: Could use some campus support since it's the same three people that show up. Next meeting is W 2/19/25. Time change to 1-2pm. Sustainability has nine district goals listed on the Sustainability webpage. Some are District oriented while others are more local, like conserving water, recycled water for irrigation, distribution of trash bins with recycle and composting bins, cafeteria to provide compostable to go containers. We've tried to put together Earth Day activities, clothes shopping exchange (swaps), tours of the nature preserve. Let S. Woltz know if interested in participating on this committee.</p> <p>I. Professional Development Advisory Committee: Last meeting/retreat was on 1/23/25 with IDEA and EEO. Potentially EEO becoming a smaller group that come together quarterly or once per semester. Tighter budget this year so looking into the matching funds at the District level. Researching what kinds of District level funds and how to request them and get more clarification on the funding. Next meeting is TH 2/27/25.</p> <p>J. EEO Committee: Met with IDEA and PDAC. There is a strong push to move EEO to a working group or advisory committee. The campus doesn't set anything it's all set by Fed or State laws are mandated and implemented by the District so there is no real need for the EEO HR side of it. SGC is saying they are no longer going to be an entity steering these committees. How are the different committees (IDEA, PDAC, EEO) going to be reporting to the District? The Participatory Task Group had recommendations we merge based on survey feedback. Next meeting is 2/11/25, 2:30-4:30pm. There needs to be a specific advisory group or task force that is looking at employment inequalities. We cannot change the law but we can advocate for things we'd like to see. IDEA will not have time to work on employment stuff with all the things we are focusing on right now due to the Executive Orders coming down. Hate to see it fall by the wayside. We did the hiring toolkit a long time ago and it is part of our charge but would love to have a separate EEO people looking at stuff like that. We haven't been updated on DEEOAC regularly since last spring because J. Norman (retired 24SP faculty) attended. No DEEOAC report out.</p> <p>K. AI Task Team: Haven't met since back so no report out. Discussion... Need to have some sort of procedure for</p>

		classroom. A lot of students come for assistance with papers and it's AI generated. What do we do?
9.	Adjourn Meeting	Adjourn Action: Motion to adjourn the 2/3/2024 meeting at 4:10 p.m. M/S: S. Mills/ C. Konsavage (8/0/0)