

CLASSIFIED SENATE MINUTES

Monday September 28, 2020

3:00 p.m. – 5:00 p.m.

Via Zoom

Members Present: Nicole Almassey – *President*, Letta Greene – *Treasurer*, BethAnn Stone – *Secretary*, Catt Wood – *Council Member*, Justin Nogarr – *Council Member*, Ninnette Alfaro – *Council Member*, Paul West, Irene Sukhu, Courtney Diputado, Grace Villegas, Reginald Turner, Eloine Chapman, Andrew Murphy, Aaron Nakaji, Cesar Reyes, Erika Messenger, Imelda Lares

Members Excused: Robert Delgado – *Vice President*, Sandra Mills - *Union Rep*, T'Sendenia Gage – *Council Member*

Guest(s): Carlos Montoya, Chialin Hsieh

Item	Agenda	Outcomes
1. 2. 3.	Welcome Announcements Public Comment	<ul style="list-style-type: none"> • Nicole welcomed Classified Professionals to the meeting. • Nicole reminded Classified Professionals the Accreditation Peer Review Team Virtual Visit begins on Monday October 5th. • No public comment was given.
4.	A. Agenda of 9/14/2020 B. Minutes of 08/31/2020	<p>A. Agenda Action: M/S: N. Alfaro/I. Lares approved. <i>(17-0-0)</i></p> <p>B. Minutes 09/14/2020 Action: M/S: P. West/N. Alfaro <i>(17-0-0)</i></p>
4.	Presentation: Budget Update	<p><u>Budget Update – Dr. Carlos Montoya, VPB&AS:</u> Carlos Montoya (Vice President of Business & Administrative Services) provided the Classified Senate with an update on the LMC and District Budgets:</p> <ul style="list-style-type: none"> • No COLA (Cost of Living Adjustment) this year. • No reduction to state-funded categorical programs • The COVID Response Grant resulted in a District award of \$2.7 million. • Dr. Montoya provided a brief review of the State Centered Funding Formula (SCFF). The hold harmless for SCFF has been extended to 2022-23 (resulting in \$10 million for the District). • Regarding pension relief – CalSTRS employer contributions decreased, while the CalPERS received a smaller increase. • There has been \$1.45 billion in system deferrals (60% larger than the last recession). • Dr. Montoya provided an overview of the CCCCD Adoption Budget 2020-2021 which is also available on the District website. As a note, the ending balance for 2019-20, becomes the opening balance for 2020-21. The budget was structurally balanced within 0.3% of the total expenditures (operating fund deficit of \$699,284). • The 2020-21 Resident FTES target is 28,668 and the Non-Resident FTES target is 1800 FTES for the District. The LMC Resident FTES target is at 7951 (was 7604 for 2019-20). • 93.7% of the budget is associated with Salaries and Benefits, 4.5% is associated with supplies and operations. • The District budget overall deficit is 1.27% of the revenues (District \$549K, LMC \$799K). • Dr. Montoya provided a three-year at-a-glance look at Fund 11.

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	<p>Data Coaching Program Plan</p> <p>EMP</p> <p>Classified Senate Resolution</p>	<ul style="list-style-type: none">• We are projecting an ending fund balance of \$1,858,228.• It was asked if due to the new Brentwood Center site, if that budget will be separated from the LMC Pittsburg campus budget. Dr. Montoya responded that there are currently no plans to separate these budgets, the Brentwood Center has its own cost center with its own budget. <p><u>Data Coaching Program Plan – Chialin Hsieh, Sr. Dean of P&IE:</u> Dr. Hsieh provided the Classified Senate with a presentation on the new proposed Data Coaching Program which will be funded by the Institutional Effectiveness Partnership Initiative (IEPI) Planning Resource Team (PRT) Grant. The purpose of this program is to build research capacity and enhance our culture of inquiry by training more faculty and staff on data. These Data Coaches would be assigned as a point of contact for their program/unit, unless there is one already assigned in which case the person(s) may be assigned to another program/unit. Additionally, Data Coaches would be available to their constituents as needed and serve for one (1) year/ two (2) semesters (SP2021 and FA2021). Compensation for faculty and staff will be provided, the details of how time and effort will be recorded and compensated are still being worked out. The program is open to everyone however; we are hoping to recruit at least 10-12 participants. The program is anticipated to roll-out in January, with recruitment beginning the first week of December and the two-day training to occur in January.</p> <p><u>Educational Master Plan (EMP) 2020-2025 – Chialin Hsieh, Sr. Dean of P&IE:</u> Dr. Hsieh provided the Classified Senate with the updates to the EMP 2020-2025 that have been incorporated since the first read. The only revisions to the plan were the additions of the Mission, Vision & Values Statements and the President’s Message. <i>The Classified Senate approved the Educational Master Plan (EMP) 2020-2025 Action: M/S: L. Greene/J. Nogarr (17-0-0).</i></p> <p><u>Classified Senate Resolution – Catt Wood:</u> Catt Wood reviewed and reminded the Classified Senate of the Community Agreements.</p> <ul style="list-style-type: none">• Under the first “Be It Therefore Resolved...” items 1-3 have been accepted by the Classified Senate. We are now looking at the rewrite to item #4. For item #4 it was suggested to change the language to “Support research into the nature...” <i>The Classified Senate unanimously accepted the fourth item with the aforementioned revision.</i>• The Classified Senate voted to accept the second “Be It Therefore Resolved...” (12-0-4) however, given the sensitivity and nature of this resolution, we should attempt to get unanimous approval. It is noted that part of the hesitation in accepting it is there are hate crime reporting protocols and procedures in place, some do not feel it is the position of the Classified Senate to receive and track these crimes/reports. It is clarified, that the intent of this statement is that Classified Senate will not be responsible for reviewing or receiving hate crime reports, rather we will help to develop alternate hate crime/discrimination reporting methods and/or protocols. It is recommended that by revising the language to “supports the development of...” or “supports the creation of...”, we may get to the intent we are trying to convey. It is also noted,
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		<p>that we are trying to communicate as well that Classified Senate will hold administration responsible for the work, and we are supporting the development. <i>The Classified Senate unanimously accepted the second “Be It Therefore Resolved...” with the aforementioned revision.</i></p> <ul style="list-style-type: none"> • The Classified Senate discussed the third “Be It Therefore Resolved...”. It is commented that the District and/or LMC currently has EEO trainings that should address this statement. However, it is also commented that these trainings are not adequate. Some of the difficulties in this statement is how it relates to our Local One agreement and the role of Classified Senate. It is also noted that currently our faculty representation is disproportionate to our African-American student population. However, the Classified Professional representation at LMC is in alignment with our African-American student population but not for our LatinX and API student populations. It is noted that this data will accurate as far as a whole constituency group, it does not necessarily accurately reflect those Classified Professionals that routinely engage and work with students. It is commented that we may want to add something about increasing or changing the diversity trainings. Would this be a conversation we should have with District HR pertaining to outreach, recruitment and advertisement of positions. A suggested revision to the language in this statement is “The LMC Classified Senate will advocate for change in recruitment, trainings and practices to attract and retain a staff population reflective of the race and ethnicity of our student population.” <i>The Classified Senate unanimously accepted the third “Be It Therefore Resolved...” with the aforementioned revision.</i> • The Classified Senate discussed the last statement and the font style of Black Lives Matter and Black Minds Matter. Capitalization, bold-font, and italicized font revisions were discussed. In the interest of time and to allow for continued discussion, Catt Wood will bring all three (3) potential font versions of the terminology to the next meeting for review, discussion and approval.
<p>6.</p>	<p>Committee Input and Report-Outs</p>	<ul style="list-style-type: none"> A. DGC: No report, meets next Tuesday. B. Shared Governance Council: Approved Mission, Vision and Values Statements at last meeting. C. Strategic Enrollment Management: Met last Thursday with the majority of the discussion centered on the number of voting members. SEM is a Brown Act Committee and reports to SGC therefore, they should have even voting members and follow the 3-3-3 rule. Nicole Almassey had mentioned this at the last meeting however, the item was tabled until the next meeting. It is also noted, that there is not much Classified Professionals representation on this committee and we would love to see more participation and representation from Classified Professionals on this committee since the charge and work does include/directly involve Classified. D. Safety Committee: No report. E. Planning Committee/EMP: Next meeting is on Thursday. Last meeting the committee discussed the updates to the program review templates for year five, updates to eLumen and the Data Coaching Program. F. TAG: There were no comments or feedback received on the Technology Plan Update.

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		<p>G. IDEA: Had a lot of guests and students at the last meeting. IDEA took the opportunity to ask students how they are doing, the majority of them responded with a feeling of loneliness in this new remote-learning environment. It was also discussed that some faculty are allowing late work and some are not (i.e. it is not consistent amongst faculty/courses). Students are feeling overwhelmed with the “pile-on” of additional school work (partly due to distance education) and trying to learn new technologies.</p> <p>H. Sustainability: No report.</p> <p>I. Professional Development Advisory Committee: Met Thursday and reviewed feedback received on Flex and Grow@4CD. The committee also looked at changes or updates to the conference funding application process due to the pandemic. Feedback on Grow@4CD indicated some minor technical issues with the search functions and issues with receiving links for presentations.</p> <p>J. EEO Committee: Next meeting is October 13th. Irma Gregory will serve on this committee as a Classified Senate Representative (she is also a representative on DEEOAC).</p>
7.	Council Business	<p>A. Fundraisers: Sandra Mills presented Nicole Almassey with a Car Costume Contest idea to help raise scholarship funds. Participants would pay an entry fee and would drive through parking lot(s) B and/or C to be judged. Participants can also purchase random opportunity drawing tickets for the T.V. and many other prizes which would help raise additional funds. We anticipate holding this event the Thursday before Halloween so we would need to vote on this as soon as possible.</p> <p>B. Accreditation: BethAnn Stone reminded the Classified Senate of the upcoming Accreditation Peer Review Team Virtual Visit dates and that more information including Zoom links and registration details will be sent to the campus before Wednesday. We encourage all to attend, as the team will not be able to visit our campus in person we would like to do our best to provide them with the experience of LMC.</p>
8.	Adjourn Meeting	Adjourn at 5:02 pm Action: M/S: P. West/I. Sukhu (17-0-0)