

CLASSIFIED SENATE MINUTES

Monday, October 8, 2018

3:00 p.m. – 4:30 p.m.

Room CC3-336

Members Present: Nicole Almassey – *Interim President*, Deborah Baskin – *Vice President*, Letta Greene – *Treasurer*, BethAnn Stone – *Secretary*, Paul West – *Local 1 Representative*, Ninnette Alfaro – *Council Member*, Michelle McQuaid – *Council Member*, Catt Wood, Courtney Dipultado, and Eric Sanchez, Sandra Mills - *Local 1 Representative*

Guest:

Members Excused: Tammy Oranje; Justin Nogarr

Item	Agenda	Outcomes
<p>1. 2. 3.</p>	<p>Welcome Announcements Public Comment</p>	<p>Meeting called to order: 3:05 p.m.</p> <ul style="list-style-type: none"> • Welcome – Nicole welcomed everyone to the Classified Senate Meeting • Announcements – Any intradepartmental communication about a suspicious individual on campus should be sent to the Safety Committee. • Public Comment – None
<p>4.</p>	<p>A. Agenda B. Minutes C. Treasurer’s Report</p>	<p>A. Agenda- Action: Approved M/S: S. Mills/N. Alfaro; unanimous approval of agenda B. Minutes 09/24/2018 – Action: Approved M/S: M. McQuaid/C. Dipultado; unanimous approval of minutes with four corrections C. Treasurer’s Report – Action: Approved M/S: D. Baskin/P. West; unanimous approval of Treasurer’s Report. Current balance is \$10,262.86. The current balance of the fundraising account is \$594.</p>
<p>5.</p>	<p>Presentation: IDEA – Student Religious Observance</p>	<ul style="list-style-type: none"> • This policy proposal originated and was formed in IDEA in collaboration with the Academic Senate (see handout). It is the current policy of LMC to make every reasonable effort to allow students to participate in the religious observances of the students’ faith without penalty. However, specifically regarding academics, this policy would permit a student to reschedule a test, examination and/or class activity if it conflicts with the religious observance of the student’s faith. The policy would not relieve a student from their responsibility for any part of the required coursework during the period of absence and the student would need to provide written notice of the religious observance date(s) they will be absent prior to the last day to add a course. IDEA is also requesting a similar policy for employees which District Human Resources is reviewing. • <i>Comment</i> – An instructor could decline a student’s request for a religious observance absence(s) with no repercussions to the instructor. However, a student could file a complaint or grievance. • <i>Comment</i> – It does seem a bit unfair to those students who do not have a religion or choose not to participate in their religious observances. A student who does not have a religious belief would not be given extra time to study or prepare for the exam/activity whereas a student who missed due to a religious observance may get a few extra days to prepare for the exam. • The LMC Associated Students just voted in support of the policy. The Academic Senate approved support of the policy in May. Once all Senates have voted in support of the policy, IDEA will bring it back to SGC

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		<p>for their review and approval.</p> <ul style="list-style-type: none"> • Eric Sanchez informed the Senators to not focus on the verbiage or phrasing of the policy in the handout as it is a very rough draft and the wording will change. IDEA has brought this to the Classified Senate for a vote of support of this policy. • The policy, once finalized and approved, would be included in all LMC syllabi. • Action to support the religious observance policy with the understanding the language may change: Approved M/S: P. West/C. Wood; (3-0-3; L. Greene, N. Almassey, S. Mills)
<p>6.</p>	<p>Committee Input and Report-Outs</p>	<p>A. District Reports: Briefly discussed the upcoming elections for a new Governing Board member. Chancellor Wood stated District is continuing to work on the new funding formula. State Chancellor will be visiting CCC on October 31st, we would like to have some Classified representatives attend the visit.</p> <p>B. SGC: Work is continuing on finalizing the new RAP process and ranking the requests in the “parking lot” or database. The Guided Pathways Task Force will be requesting more participation <i>Comment</i>-P. West requested the simplified RAP request form (separate from the CPR template).</p> <p>C. Enrollment Management: No report</p> <p>D. Safety Committee: No report</p> <p>E. Planning Committee: Met on Thursday afternoon. Discussed Institutional-Set Standards, the District Strategic Planning Process and the progress report for our <i>Strategic Plan 2014-2019: An Educational Master Plan for LMC</i>. B. Stone will have a more detailed report at the next Senate meeting when the meeting summary is completed.</p> <p>F. TAG: No report</p> <p>G. IDEA: No report</p> <p>H. Sustainability: No report</p> <p>I. Professional Development Advisory Committee: No report</p> <p>J. SSSP Advisory Committee: Meeting cancelled</p> <p>K. EEO Committee: EEOC is requesting feedback from Classified that has served on a paper or interview committee.</p>
<p>7.</p>	<p>Council Business</p>	<p>A. Crock Pot Cook-Off – November 5th 11a-1p: N. Alfaro has designed flyers for the cook-off however, help is needed to place it on the website and organizing the logistics. N. Alfaro has also began recruiting judges. N. Almassey has offered to help gather baskets for the opportunity drawing. N. Alfaro will request L. Green to assist with the collecting of money and A. Murphy will be coming to help as well.</p> <p>B. Football Game – October 20: We would like to use Classified funds to purchase tickets for Classified Employees to attend the upcoming football rivalry game with CCC at a discounted price. The tailgate is from 12-1 with the game immediately following. Action to purchase tickets to the October 20th LMC/CCC Football Game for Classified Staff with the total amount of purchase not to exceed</p>

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		<p>\$200.00: Approved M/S: S. Mills/C. Wood; unanimous approval of motion</p> <p>C. Holiday Luncheon: Due to a conflict, the Holiday Luncheon is now scheduled for December 5th in L109. We need to form a Committee for the holiday luncheon. S. Mills has volunteered to serve on this Committee. <i>Comment</i> – This year we need to have a designated clean-up crew.</p> <p>D. Chancellor Oakley Visit – CCC: The sign-up sheet to attend is located at the front of the room. We are looking for two (2) more Classified to attend.</p> <p>E. 2019 Classified Leadership Institute: 4CLI will be held on June 13th through June 15th at Granlibakken. They have opened up registrations however, we do not yet know how many Classified we can fund to attend. If you would like to go, please sign-up soon as we will need to get a count of the number of Classified interested in attending.</p> <p>F. Classified Logo: The winning logo was #2 (which was the slightly revised leaf version).</p> <p>G. Accreditation: BethAnn stated that we are in need of more Classified representation in the Accreditation Work Group. There are two (2) standards in which there is no Classified representation. The workflow is organized, with members being focused on the work and assignments being completed as scheduled.</p>
8.	Adjourn Meeting	Action: The meeting adjourned at 4:10 pm (M/S: S. Mills/N. Alfaro), all in favor