

## CLASSIFIED SENATE MINUTES

Monday, September 24, 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*, Justin Nogarr – *Council Member*, Ninnette Alfaro – *Council Member*, Michelle McQuaid – *Council Member*, Catt Wood, Shellie Baird, and Eric Sanchez

**Guest:** Leendra Matthews

**Members Excused:** Tammy Oranje; Sandra Mills

Item	Agenda	Outcomes
1. 2. 3.	Welcome Announcements Public Comment	Meeting called to order: 3:02 p.m. <ul style="list-style-type: none"><li>• <b>Welcome</b> – Nicole welcomed everyone to the Classified Senate Meeting</li><li>• <b>Announcements</b> – On Saturday October 20<sup>th</sup> at 1 pm the LMC Mustangs football team will play Contra Costa College. We will seek to utilize funds to purchase tickets to the game for Classified Staff to purchase. The State Chancellor will be at Contra Costa College on October 31<sup>st</sup> and would like at least eight (8) members from each of the three (3) Colleges' Classified Senate Council to attend for an open discussion.</li><li>• <b>Public Comment</b> – None</li></ul>
4.	A. Agenda B. Minutes C. Treasurer's Report	A. <b>Agenda- Action:</b> Approved M/S: D. Baskin/C. Wood; unanimous approval of agenda B. <b>Minutes 09/10/2018 – Action:</b> Approved M/S: C. Wood; N. Alfaro; unanimous approval of agenda C. <b>Treasurer's Report – Action:</b> Approved M/S: C. Wood; D. Baskin; unanimous approval of Treasurer's Report. L. Greene reported that the Governing Board approved our starting budget at \$10,350.00. Current balance is \$10,275.88. A few expenses for supplies are still expected to come through. The current balance of the fundraising account is \$594.
5.	Presentation: Fundraising Collaboration with Umoja Collective	<ul style="list-style-type: none"><li>• Leeandra Matthews from Umoja provided a handout and a presentation on their upcoming Dessert War fundraiser to raise funds for scholarships, books and supplies for Umoja students. The asterisk items in the handout are those items in which they are seeking assistance in completing.</li><li>• Umoja would like to run this fundraiser like the soup and chili cook-offs. They are requesting a partnership with the Classified Senate and/or assistance in running this fundraiser. They are thinking to hold the fundraiser in November possibly around the same time as the soup cook-off.</li><li>• Any fundraising efforts and money raised by the Classified Senate can't be for one (1) specific student group/club.</li><li>• Leeandra extended gratitude to the Classified Senate for their participation in student success and raising funds for scholarships.</li></ul>
6.	Committee Input and Report-Outs	A. <b>District Reports:</b> The Classified Senate Coordinating Council met and discussed Opening Day at DVC. The Classified were displeased with DVC Faculty getting biographies and Classified did not. They began discussing and working on Job Links.

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		<p><b>B. SGC:</b> The College President requested all Senates place Accreditation as a standing item on agendas. A flow chart was provided of shared governance processes. The new RAP process was approved and allows for allocation requests to be submitted at any time. The forms, process and additional information should be posted on the Business Office site soon. If you submitted a resource request in your Comprehensive Program Review you do not need to submit another one.</p> <p><b>C. Enrollment Management:</b> No report</p> <p><b>D. Safety Committee:</b> No report</p> <p><b>E. Planning Committee:</b> BethAnn was absent, will have a report-out next meeting.</p> <p><b>F. TAG:</b> No report</p> <p><b>G. IDEA:</b> IDEA was allotted a reflection space and a lactation room in the new Student Union Building however, they are still trying to locate a space for both rooms until the new building opens. A sub-committee was formed to work with EEO on equity language for Box 2A.</p> <p><b>H. Sustainability:</b> No report</p> <p><b>I. Professional Development Advisory Committee:</b> No report</p> <p><b>J. SSSP Advisory Committee:</b> Has not met</p> <p><b>K. EEO Committee:</b> Edward Beane would like to join EEO.</p>
7.	Council Business	<p><b>A. Fundraisers:</b> The “Crock-the-Vote” (or Soup Cook-Off) will take place November 5<sup>th</sup> in the Indoor Quad. Ninette offered to chair this event committee with a co-chair. The Classified Senate agreed to move forward with December 11, 2018 as the date for the Annual Holiday Luncheon in L109. We need volunteers to serve on this event committee. The Crab Feed fundraiser has not yet selected a date as it depends on crab season. Nicole will send a survey to gauge attendance for a Saturday versus a Friday date for the Crab Feed. It was noted to place an agenda item for discussion and approval of funds to be given for those Classified Senate members working on fundraisers as it takes a number of hours and this academic year it may be more hours due to additional fundraisers. Thdonate e Dessert War partnership/collaboration (presented earlier by Umoja) has raised some concerns regarding the name and participation. One concern is the name is too close to “desert war” and “desert storm”. We can’t donate a basket as a constituency however, individuals can choose to donate. The Classified Senate can’t partner with Umoja for this fundraiser. However, we can share our fundraising processes and procedures that have worked for us. A Classified Senate Council member can offer to share with Umoja the above-mentioned fundraising information is they choose to (i.e. fundraising binder, etc.).</p> <p><b>B. Scholarship Committee:</b> Serving on this committee is very rewarding and a great experience. Look out for an e-mail asking for participation.</p> <p><b>C. Elections Committee:</b> It has been difficult in the past to get participation on this committee. Look out for an e-mail asking for participation.</p>

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		<p><b>D. 2018 CS Leadership Retreat:</b> LMC will be hosting a retreat for the council members of all four Classified Senates within the district to get together and focus on ways to strengthen leadership. It will take place on 10/04/2018 from 9:00 a.m. – 3:00 p.m.</p> <p><b>E. 2019 Classified Leadership Institute:</b> A sign-up sheet was placed on the table for members. We have funding available for four to five people to attend. It will be at Granlibakken in June.</p> <p><b>F. Classified Logo:</b> We are down to three (3) different looks but two (2) major themes have emerged. The Classified Senate review the three (3) different looks and will send to all Classified Professionals for another vote.</p> <p><b>G. Accreditation:</b> 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.</p>
<b>8.</b>	<b>Adjourn Meeting</b>	<b>Action:</b> The meeting adjourned at 4:34 pm (M/S: L. Greene/N. Alfaro), all in favor