

CLASSIFIED SENATE MINUTES
Monday, April 28, 2025 3:00 – 4:30 pm
SS4-412/BRT-125 & ZOOM

Council Members Present: BethAnn Stone – *President*, Irene Sukhu – *Vice President*, Sheri Woltz – *Treasurer*, Connie Konsavage (Online AB2449) – *Secretary*, Courtney Diputado – *Council Member*, Alexander Rosewood - *Council Member*, Lyssa Shabusheva – *Council Member*

Absent: Christian Diaz-Galarza – *Council Member*

Attendees: Annica Soto, Aaron Nakaji, David Valencia, Michael Simpson, Grace Villegas, Lawrence Punsalang, Jocelyn Morales, Mika Mobley, Myles Crain

Guest(s): N. Traeger

Item	Agenda	Outcomes
1.	Welcome	1. Welcome. Meeting called to order at 3:03 pm.
2.	Announcements	2. STEM Symposium is seeking volunteers on May 2 nd , SU Conference Center, 12:30-4:30 pm. A. Conversations with the President – The last one this semester is Tuesday, May 6 th , in L-109 at 3:30 pm. B. Chat with the VPI - We used to have a couple of years ago, and President Ralston would like to see us bring that back. They would come and update us and we'd provide feedback or input on things we're experiencing. C. Classified Leadership Institute (CLI) 2025 – We have a team of three from LMC CS and three additional funded through CEEP. Those attending are B. Stone, I. Sukhu, L. Punsalang, A. Duldulao, D. Valencia and G. Villegas. D. LMC Asian American and Pacific Islander (AAPI) – They are inviting us to celebrate AAPI Heritage Month on Thursday, May 1 st , 2-4 pm, in the SU building. E. Mission, Vision, and Values Survey – R. Pederson is sending an email out today, and President Ralston is having it sent via text to 8,000 students.
3.	Public Comment	3. Taco Trivia Tuesday is Tuesday, May 6 th , 5-7 pm at La Pinata.
4.	Caring Campus	4. No update
5.	Approval: A. Teleconference Waiver B. Agenda of 4/28/2025 C. Minutes of 04/14/2025	A. Motion to approve the AB2449 Teleconference Waiver for Connie Konsavage. M/S: I. Sukhu/S. Woltz (10-0-0) B. Motion to approve the 04/28/2025 CS meeting agenda with one (1) revision to correct Carlos' last name at the bottom of the agenda to read "Montoya" and to move the Teleconference Waiver to Agenda Item 5A. M/S: A. Rosewood/I. Sukhu (11-0-0) C. Motion to approve the 04/14/2025 CS meeting minutes with two (3) corrections to 8G Committee Input and Report Outs – SGC: (1) Include the name of the survey discussed; (2) Revise 2nd sentence to read "Instead of questions, the survey was revised to statements with options to select your level of agreement (Strongly Agree, Agree, Disagree, and Strongly Disagree)." M/S: S. Woltz/I. Sukhu (11-0-1; E. Shabusheva abstained)
6.	Council Business: A. Election Results & Council	A. Election Results & Council Appointments: B. Stone - We just completed the election process for President,

	<p>B. 4CD Policies, Procedures & Strategic Planning Matrix Feedback</p>	<p>planning. This proposal will be implemented in the fall of 2025 to align with accreditation requirements, if approved.</p> <p>Motion to approve the updated and revised final Program Review Template.</p> <p>M/S: I. Sukhu/A. Rosewood (12-0-0)</p> <p>B. 4CD Policies, Procedures & Strategic Planning Matrix Feedback: B. Stone – We discussed at our last meeting, but wanted to make sure there was an opportunity to provide input. Input needs to be provided by Monday, May 5th, so we can take it to the next DGC meeting on Tuesday, May 6th.</p> <p>I. Sukhu sent out an email earlier today because M. Greenberg had sent out a district-wide email requesting feedback and provided a link for the feedback.</p> <p>Now to review the Policies and procedures. The reasons for these changes, 90% of the time, are due to State Codes or changes in laws around legal issues that might have come up in HR. If you have any feedback, be sure to send it to B. Stone or I. Sukhu by May 5th. These are up for a second read and approval at DGC.</p> <p>Board Policy 5028: Claims Against the District (Board Policy is what’s being done and what we need to do to ensure we meet it. The Policy will cite the Codes that are being referenced).</p> <p>Business Procedure 8.40: Claims Against the District (Business Procedure is more about how we are going to accomplish it- what system are we using, what process, etc.).</p> <p>Human Resources Procedure 4000.02 – Had some feedback at the first read about actively enrolled students being eligible for Federal Work Study. Unit counts dropped, 6 units for Fall and Spring, and 3 units for Summer, so they are anxious to get this one approved. Item # 4 in the document states student is enrolled in at least one class.</p> <p>Questions for HR 4000.02: It is B. Stone’s understanding that this is a change in the policy at the federal level. She will reach out to K. Schelin to confirm. Q: As a classified employee, I am very concerned that students who take one class per semester will be doing classified jobs as we lose classified staff. They are not supposed to be doing our work instead of a classified person, and they are not supposed to be doing the work indefinitely. With this change, they could do it indefinitely. A. Please send me an email with your feedback. Q. We’re reviewing this, and we haven’t voted to approve it? A. We do not vote to approve this, we just give feedback. It hasn’t been officially approved by DGC yet. Q. It is posted on the HR website, the District website. It was approved as of 4/15/25. A. That was a BOG meeting date. Q. Is it one class because a class can be 0.5 units on up? A. I’ll also reach out to K. Schelin about these concerns.</p> <p>Business Procedure 22.22: Data Classification Standard - This is new to address the new law. GLBA sensitive confidential data sharing law. They do not want us to send via email anymore. They want us to use SharePoint, OneDrive, and send data via a link via a secure, shareable cloud service. This procedure addresses the different levels and what is considered at each level, protocols around confidential and sensitive data, and common examples of data owners (student records, financial aid data, etc.)</p> <p>Level 1: Confidential</p>
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8.	<p>Committee Input and Report Outs</p> <p>A. College & District Reports</p> <p>B. Planning Committee</p> <p>C. Sustainability</p> <p>D. Professional Development Advisory Committee</p> <p>E. EEO Committee/ DEEOAC</p> <p>F. AI Task Team</p> <p>G. Shared Governance Council</p> <p>H. Enrollment Management & Planning Group</p> <p>I. Safety Committee</p> <p>J. IDEA</p>	<p>A. DGC: B. Stone - My report is what we just reviewed above.</p> <p>B. Planning Committee: B. Stone - We meet on Thursday.</p> <p>C. Sustainability: S. Woltz - Nothing to report.</p> <p>D. PDAC: No report</p> <p>E. EEO: C. Konsavage – Have not met since last meeting. DEEOAC: No report. B. Stone to follow up with them.</p> <p>F. AI Task Team: No report</p> <p>G. SGC: I. Sukhu – C. Chu presented a Charge sheet for TAG. We gave feedback so he will bring it back for a second read once updated. The feedback included: Revising how the committee's goals were written to be clearer and aligned with the TAG plan, including the specific accreditation standard.</p> <p>R. Pederson also reviewed the Institutional Priorities and reviewed the survey as he did here at the CS meeting previously.</p> <p>Thank you for all of your feedback on the Institutional Priorities and the committee-proposed guidelines.</p> <p>I want to share the draft of the Monday Meeting Calendar for your feedback or a general thumbs up. President Ralston did mention she wanted to use one of the Mondays as Employee Appreciation Day. Everyone gave a thumbs up.</p> <p>H. Enrollment Management & Planning Group: Nothing to report. B. Stone – We are seeking a representative for this group. Meets the 1st and 3rd Tuesday of the month, from 3:30-4:30. If interested in being a representative, please feel free to reach out to me. If you'd like a little more information, you can reach out to me, I. Sukhu or S. Woltz.</p> <p>I. Safety Committee: L. Punsalang – We last met on the 17th, but I was unable to attend.</p> <p>J. IDEA: A. Rosewood – Had some last-minute grant applications come in and spent a lot of time discussing those. One of them is just going to be funded through Student Life, as it is for our Field Day at the Brentwood Center. A special celebration for our graduates our here on May 14th. Another one was classified related, but it was for the Math Faculty to hold special study slams. Found it strange that they wanted to do their own instead of joining with Bring Your Own Brain or existing study slams. I'm not sure</p>

		<p>about regular tutoring, but math tutoring has been largely defunded in the past 2 years. We will have to do a lot of stuff in the subcommittee over the summer because we have to present to SGC, and we are trying to help the Office of Equity, Inclusion, and Belonging on the SEAP. This was our last meeting for the semester.</p> <p>K. TAG: No report.</p>
9.	K. TAG Adjourn Meeting	Adjourn Action: Motion to adjourn the 04/28/25 meeting at 4:31 p.m. M/S: S. Woltz/I. Sukhu (7-0-0)

Council Members: BethAnn Stone –President, Irene Sukhu- Vice President, Sheri Woltz – Treasurer, Connie Konsavage – Secretary, Sandra Mills – Union Rep, Alex Rosewood – Council Member, Courtney Diputado – Council Member, Lyssa Shabusheva – Council Member, Christian Diaz-Galarza – Council Member

2025 REGULAR MEETING DATES: SPRING SEMESTER: February 3rd & 24th, March 10 & 31, April 14th & 28th, May 12th

cc: Pamela Ralston, President
Tanisha Maxwell, Vice President of Student Services
A'kilah Smith, Vice President of Instruction

Adrianna Simone & Louie Giambattista, Academic Senate Co-Presidents
Armon Gonzalez, LMC Associated Students President
Carlos Montoya, Vice President of Business & Administrative Services