

**CLASSIFIED SENATE MINUTES**  
**Monday, November 4, 2024 3:00 – 4:30 pm**  
**SS4-412/BRT-135 & ZOOM**

TIME	ITEM #	AGENDA	DISCUSSION LEADER
3:00pm	1. 2.  3. 4.	<b>Welcome &amp; Introductions</b> <b>Announcements</b>  <b>Public Comment</b> <b>Caring Campus</b>	1. B. Stone Welcomed everyone 2. B. Stone: <b>Dr. Ralston is bringing back Classified Conversations</b> with Dr. Ralston. They will be held 11/7/24 from 12:30-1:30pm in KAC-109 (Kinesiology Center) and 11/18/24 at Brentwood Center 11:30-12:30pm and 12/4/24 back in Pittsburg in SS4-412. <u>Care &amp; Coffee</u> is 11/8/24 in CO-200 3. Everybody is awesome!!! 4. I. Sukhu – Should be a Caring Campus moment. Care & Coffee this Friday. <b>Q:</b> Are there any more newsletters this semester? <b>A:</b> January or February will be the next one.
3:10pm	5.	<b>Approval:</b> A. Agenda of 11/4/24  B. Minutes of 10/21/2024  C. Teleconference Waiver	A. <b>Motion</b> to approve the 11/4/24 CS meeting agenda with two (2) amendments – remove “D. A. Simone” from the list of discussion leaders for item #6 Presentation; and revise “HIS” to “HSI” in item #6B. M/S: S. Mills/I. Sukhu (11-0-0) B. <b>Motion</b> to approve the 10/21/24 CS meeting minutes with one (1) amendment to revise title “Classified Senate Agenda” to Classified Senate Minutes”. M/S: I. Sukhu/S. Woltz (11-0-0) C. None submitted
3:15pm	6.	<b>Presentation:</b> A. Major Student Surveys Presentation	A. R. Pedersen and S. Woltz: <b>SENSE and CCSSE Surveys 2024-2025</b> . Both given nationwide at hundreds of community colleges. Questions and compilation of results is done through the University of Texas at Austin. SENSE is administered in the fall and the CCSSE is administered in the spring. These are done every 2-3 years and we’ve been doing them since 2012. We are currently administering SENSE this fall and will be administering CCSSE in spring 2025. <b>SENSE stands for Survey of Entering Student Engagement:</b> We do this both online and in person. A random selection of courses come from a targeted list of Math and English, where you would typically see first time students. Covers six (6) general categories. Questions are peppered throughout the survey and then compiled into the categories. <b>CCSSE stands for Community College of Student Engagement:</b> Also done in person and online but the sample of courses picked are those continuing students would be most likely to enroll. This survey has five (5) categories and a sixth rotating category, a special focus item. S. Woltz went over the results of both surveys with us. <b>Q:</b> Do we have the raw data? <b>A:</b> We did tie these for the first time to the college priorities. We have goals around benchmarks that we are below to try to think about activities that are related to our college priorities that would promote us moving this forward in the next couple of iterations if this. Recommends: Don’t look at the whole survey, it’s overwhelming. Pick a question or two that maybe your department could really influence Stone: I would like CS to evaluate our goals and objective for the year and developing new

		<p>B. Title V HIS Grant Presentation</p> <p>C. Classified Professional Exemplary Leadership &amp; Service Award</p>	<p>ones. Consider the results and what they tell us about students and us as classified, and how we support and work with our students. Is there anything from the results we need to incorporate into our goals and objectives and collaborating with the Academic Senate and perhaps doing a Flex Session in the spring and invites faculty and classified to come together to do a blue wall or brainstorming activity around the results. Some sort of collaboration and interventions individually or campus wide activities, sponsored by Academic Senate, Classified Senate of just Classified. <b>Q:</b> What is management's commitment to this? <b>A:</b> Can't speak to all managers but what should be doing is prioritizing things that are college priorities. They should be promoting and prioritizing practices that come out for this year.</p> <p>B. R. Armendariz: Not here today. Table to another meeting.</p> <p>C. B. Stone: <b><u>Classified Leadership Exemplary Leadership &amp; Service Award</u></b> I'd like to review and approve the nomination form today and we can bring the rubric back to the November 25<sup>th</sup> meeting for a second read. This is pretty much identical to DVC's and CCC's applications and also very similar to the State form. Submission of the form – creating either a Gmail account or coordinating with Jennifer Adams so there is no conflict of interest if BethAnne is nominated. J. Adams would not do anything other than receive the form. The wording of the committee is such that a designee would be on the committee on their behalf. CS President or designee, AS President or designee, one or two additional classified senate professionals. Do we want faculty involved? Same thing with a manager, do we want a manager involved? Dr. Ralston has requested not to be on the Committee. B. Stone will ask J. Adams if we can use her email and she will send out a draft summary to review and hopefully get that approved on November 25<sup>th</sup>. <b>Motion to approve the President's Classified Professional Exemplary Leadership &amp; Service Award nomination form. M/S: C. Konsavage/S. Woltz (11-0-0)</b></p>
4:00pm	7.	<p><b>Committee Input and Report Outs</b></p> <p>A. College &amp; District Reports</p> <p>B. Shared Governance Council</p> <p>C. Enrollment Management &amp; Planning Group</p> <p>D. Student Success Team (SST)</p> <p>E. Safety Committee</p> <p>F. Planning Committee</p> <p>G. TAG</p> <p>H. IDEA</p> <p>I. Sustainability</p> <p>J. Professional Development Advisory</p> <p>K. EEO Committee/ DEEOAC</p>	<p>A. <u>B. Stone</u>: No report – We meet tomorrow</p> <p>B. <u>I. Sukhu</u>/G. Villegas/Vacant - Currently working on RAP proposal; Next meeting talk about Phase 2 of Participatory Governance Task Group; At last SGC meeting approved Institutional Reports.</p> <p>C. I. Sukhu/M. Simpson – <u>S. Woltz</u> – We meet tomorrow but we have been learning how FTEF and FTES are computed.</p> <p>D. <u>L. Punsalang</u> – Haven't met yet</p> <p>E. E. Chapman/<u>S. Mills</u>/L. Avery/L. Punsalang – Working on safety monitors, the chart and trainings. There is training for the Safety Monitors on 11/5/24.</p> <p>F. <u>B. Stone</u>/R. Stanfield/S. Woltz – No report out, we meet later this week on Thursday.</p> <p>G. E. Chapman/C. Diputado – No one reported out.</p> <p>H. L. Litowitz/M. Crain/<u>C. Wood</u> – Have not met since last meeting.</p> <p>I. J. Fay/<u>S. Woltz</u>/Vacant – Nothing new to report.</p> <p>J. C. Diputado/J. Nogarr/T. Richardson – <u>B. Stone for J. Nogarr</u> – The 2<sup>nd</sup> classified cohort just had their last formal training last Friday. One more meeting planned for 12/6/24. They would like to make that one more structured and are looking for a way to either mingle with faculty or us like last semester. He also mentioned a cookie exchange or something like it. This is already on the 11/25 agenda.</p> <p>K. A. Duldulao/Denise Uribe/<u>C. Konsavage</u>/ DEEOAC-I. Gregory – Haven't met since last meeting. I did want to clarify the disbanding of EEO I reported out on at the last meeting. Nothing has been decided yet but that is what we are trying to figure out. We</p>

		L. AI Task Team	are having trouble meeting quorum so not a lot of work is actually getting doen. We are looking at adjusting our committee down to two (2) members and not three (3) from each area. We have thought about making it more like DVCs, an advisory committee, not Brown Act, and they only met once per semester instead of monthly. <u>I. Gregory</u> - DEEOAC has different purposes than local EEO. L. <u>I. Gregory</u> /D. Valencia – Deciding on the make-up of the committee itself and the changes in leadership. How this will influence how we proceed and the goals/plans.
4:15 pm	8.	<b>Council Business:</b> A. Job Links 2025 Themes  B. Crab Feed 2025 Date	A. <u>B. Stone</u> /I. Sukhu: Was recommended we have the 12/6/24 meeting in Brentwood, if we have a 12/6/24meeting. Tentative date for Joblinks is 5/29/24. Three (3) themes are 1) Pathways to Success (road signs, directions, roadmaps, navigation); 2) Building Stronger Connections (built around friends); 3). Pulling back Fabulous at 50 since we are the only campus turning 50. Alternative themes recommended: Lead and Motivate in Community; Super hero themes, underline our 50 <sup>th</sup> anniversary by doing a disco or seventies type theme; Leaders and people in history (historical leaders); Around the World (globes, maps different types of food). Voted and Lead and Motivate in Community is the theme for Joblinks 2025. Reaching ou tto Cesar about getting an intern to do the logo. B. <u>B. Stone</u> : Discuss date due to needing to reserve the room ASAP. Prospective Dates March 8 <sup>th</sup> and March 15 <sup>th</sup> 2025. <b>March 8. 2025 is the date selected.</b>
4:30 pm	9.	<b>Adjourn Meeting</b>	<b>Motion to adjourn meeting at 4”33pm. M/S: C. Konsavage/S. Mills (9-0-0)</b>

\*D = Discussion, A = Action, I = Information only

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

## 2024 REGULAR MEETING DATES:

**FALL SEMESTER: September 16 & 23, October 7 & 21, November 4 & 25, Friday December 6 (*tentative*)**

cc: Pamela Ralston, President  
Academic Senate President  
Vice President of Instruction

Vice President of Business & Administrative Services  
Vice President of Student Services  
Associated Students President