

GROSSMONT COLLEGE
Classified Senate
Friday, March 18, 2022
1:30 pm – 3:00 pm
Hybrid – Griffin Gate and Zoom
<https://cccconfer.zoom.us/j/91415678244>

Meeting Summary

VISION: Provide classified staff a voice to participate in the initiation, development, and evaluation of all District policies and procedures that support educational programs and services for students at Grossmont College.

MISSION: Grossmont Classified Senate promotes the valuable contributions made by classified professionals in creating an environment that will lead to the greatest level of student success. The Senate encourages the exchange of ideas, understanding and, cooperation between classified staff, faculty, administrators and students, in the best interest of enriching the educational environment.

2021-2023 Classified Senate

EXECUTIVE OFFICERS	SENATORS	SENATORS
<input checked="" type="checkbox"/> Michele Martens-President	<input checked="" type="checkbox"/> Andrew Hellier	<input type="checkbox"/> Joel Bakker
<input checked="" type="checkbox"/> Rochelle Weiser-Vice President	<input checked="" type="checkbox"/> Bryan Lam	<input checked="" type="checkbox"/> Nadia Almaguer
<input checked="" type="checkbox"/> Bernadette Black-Secretary	<input type="checkbox"/> Dana Mints	<input checked="" type="checkbox"/> Pat Murray
<input checked="" type="checkbox"/> Kirstyn Verdugo-Treasurer	<input checked="" type="checkbox"/> Danielle Feliciano	<input checked="" type="checkbox"/> Ryan Cline
<input checked="" type="checkbox"/> Cindy Emerson-Past President	<input checked="" type="checkbox"/> Graylin Clavell	<input checked="" type="checkbox"/> Shardai Zaragoza
Guests: Andy Timm Bobbi Prilaman Debora Curry Diana Kiryakous Janice Fischer Jeanine Spraul John Stephens Juliana Bertin	Guests: Karla Moriah Gonzalez-Meeks Ondrea Mesquita Pat Murray Taneisha Hellon Yousuf Allahwerdi	

Routine Business

1. Welcome	Michele welcomed everyone to the first hybrid meeting.
2. Public Comments	No public comments were made.
3. Additions/Deletions to Agenda	No additions or deletions were made.
4. Approval of 3/4/22 meeting minutes	The 3/4/22 meeting notes were approved.
5. President's Report	Michele stated that there are six participatory governance committee seats that are vacant for classified representatives. Two people volunteered which leaves four vacant seats. She thanked Ondrea Mesquita for volunteering to serve on College Council and MaryAnn Landry for serving on the Classified Staffing Prioritization committee. Representatives are

needed for College Council, Budget Committee, and PIEC, which ends June of 2023, and one rep is needed for Staffing with the term ending this June. She encouraged people to consider serving on a governance committee as it is great experience.

There are two search committees now in recruitment. The callout for the faculty evaluations assistant closes March 28th with their first meeting on April 4th; and the callout for the student services specialist closes April 4th with their first meeting April 7th. Michele will resend the email for people to submit their names.

Action item: Michele will resend the callout for the two search committees.

The Classified Leadership Institute is scheduled on June 8-10 in person in Riverside. It's a great networking opportunity to meet classified professionals statewide. Michele asked the president for funding and the president agreed to identify funds to send 3 to 5 people.

There are two classified employee events throughout the year. One is the Classified Schools Employee Week which is normally in May, and the other is the Classified Professional Development Day which is normally during spring break. It was decided to do both in one week – May 16th-May 20th. The theme is “brilliance of resilience”.

The college's Classified Senate presidents met with the chancellor this morning. They talked about the statewide Classified Employee of the Year award. All three sites will submit nominations. The Chancellor offered to send the winners to CLI. There was also discussion about the 4/10 summer schedule. A survey will be sent out to gauge where people stand on 4/10s. Any changes wouldn't take in effect until next year. There was also discussion about the frustrations related to COVID related decisions. They asked the Chancellor about employees on forced leave and whether they can attend events offered by Classified Senate or CSEA but the Chancellor was unsure. For the Listening Circle, for example, they wanted to know if it had to be held outside of work schedule so these people can participate. The Chancellor is looking into this and will report back. They talked about the loss of so many classified professionals. Michele shared with the Chancellor about the number of vacancies we have in participatory governance committees. The Chancellor did ask how she can help. It was shared that some classified professionals have challenging work environments; therefore, the Chancellor committed to reaching out to managers and supervisors to not only encourage them to allow classified professionals to participate on committees, but to also have them encourage their staff to do so. Cindy asked at their next meeting with the Chancellor, to suggest that exit interviews be conducted when people leave.

For Discussion

7. Diversity in Hiring Follow Up

Taneisha Hellon and Moriah Gonzalez-Meeks were present to close the loop on the recently updated PE documents. The PE2 and PE9 documents relates to part-time and full-time faculty hiring, and PE12 refers to classified hiring. The PE12s will be enforced until the Personnel Commission is established and roles are created. After, we will then look to see how those rules intersect with PE12 to see if any changes are needed. PE2 and PE9 are in affect right now with the hires this semester. Committees that started prior to this semester are not subjected to the new PE process. This is being implemented as a pilot and would love to get feedback. They noted that PE2 received the most changes as it relates to part-time faculty hiring.

Next, it was mentioned that EEO reps will now serve on all hiring committees. While that was written in our prior processes, it's not something that was actually done in any meaningful away. They encouraged all to share their feedback. EEO reps will be in attendance in every step of the hiring process and are voting members. They have a robust list of individuals who expressed interest in serving as EEO reps and will be provided training on compliance and the importance of EEO after spring break. Michele asked how many EEO reps they foresee needing and Moriah indicated that it depends on the number of committees. An individual can serve on more than one group so they want to have as many people trained as possible. All employee groups can participate, including Foundation. Training will be two hours.

Michele asked that when they send out a callout for representatives for search committees, do they have to be aware of who is and who is not an EEO rep or would that be added afterwards. Moriah noted that Katie Cabral at Cuyamaca developed a form for their callouts and they want to use that form and add a section for EEO reps so it can all be included together. The EEO site leads at each college appoints the reps for the groups. For Grossmont, Sharon Sampson is the EEO lead. Chairs can request particular people as the EEO rep but it will be up to the EEO lead to appoint. The actual committee composition is laid out in the PEs. This is to ensure that there is classified representation on all hiring committees so they created a form for chairs to request appointees from all senates. The committee chair may recommend to the college president or vice chancellor that additional members be added to their composition. It was then asked what the possible affects will be with the new merit system and it was noted that there are not enough details on what this will look like quite yet. EEO reps will continue to serve regardless of the rules established. The EEO site lead will ensure that the processes are being followed. Michele acknowledged their work and emphasized the importance of memorializing this work in writing. Moriah added that they are working with both Senates and creating some codified language about how the Senates appoint people to committees and offered to assist Classified Senate so that the process aligns with Academic Senate. Michele agreed it would be wise for all Senates to act in the same way.

New Business

8. Call out for eBoard member

Kirstyn Verdugo has accepted a job at Cal State San Marcos therefore there is a vacant seat on the eBoard for Treasurer. Her last day is March 31st. Michele will send an email to solicit interest.
Action item: Michele will send an email to solicit interest to serve as Treasurer.

<p>9. Committee Report Outs</p> <ul style="list-style-type: none"> • College Council • Budget Committee • Facilities Committee • Student Success and Equity Committee 	<p><u>College Council - Bryan Lam, Michele Martens</u> Bryan stated that they were missing a lot of people at their last meeting so quorum was not met but continued to meet informally. President Whisenhunt provided a report and thanked Student Services for their work. She also talked about the Caste book study and the work on equity. The president indicated she needed more time on the faculty prioritization list and later emailed her decision. The college will be hiring 5 faculty this year and 4 faculty next year. The five moving forward this year are Dream Center Counselor; Visual Arts/Sculpture; Biology; Mental Health Counselor; and Theatre Arts. Next year, they will look at the top four. Classified staffing prioritization was not addressed. The council is going through the edits for the Governance handbook. Strategic hires for Business Services Specialist and Student Services Assistant were presented.</p> <p><u>Budget Committee - Dana Mints, Bryan Lam</u> Bryan reported that they worked on the edits to their purpose and charge. They are also looking at a proposal to restructure the Budget committee so that budget requests are reviewed there and prioritized and then sent to College Council. They have also been doing budget training. The budget for the state is being worked on and the revise will come out in May.</p> <p><u>Facilities Committee - Rochelle Weiser, Ryan Cline</u> No report.</p> <p><u>Student Success & Equity Committee-Janet Shipstead, Michele Martens</u> Andrew Hellier reported that Victoria Rodriguez is the co-chair. At the last few meetings, they have been reviewing their purpose and responsibilities. They added more responsibilities to be more active on implementing activities and programs that will work towards student success and equity, including using the RP group's six success factors as a frame for what we do. They also added the responsibility for creating and implementing the student equity plan and ensuring that there is involvement from all constituent groups. They also added new ex officio members as well as advisory members. The new members were not expected to attend every meeting due to their schedules. They are also starting to work on the 2022-25 student equity plan by comparing other equity plans from other colleges and developing guided principles. A workgroup was established and they met and asked that the timeline be shared out. The final approval from the committee is September and the deadline to submit the plan is November.</p>
<p>10. Update on Listening Circle</p>	<p>Kirstyn stated they determined that the original date of March 25th for the listening circle was too soon. She will email the survey out today. The questions were left open ended as we want feedback on how they would like this facilitated. We hope to schedule this on April 22nd. Rochelle talked with our Mental Health office and they will be collaborating with us on this effort. Kirstyn added that the survey link was also included in the newsletter. Action item: Kirstyn will email out the survey for the Listening Circle.</p>
<p>11. Other</p>	<p>Michele reported that, thanks to Shardai's idea, there will be a popup event in the main quad during midterms and finals to support our students. We were able to get Grossmont swag from David Ogul's office, and treats will be provided. Also, the president provided some funding for gift cards. The eBoard will send out an email to solicit volunteers. Action item: The eBoard will send out an email to solicit volunteers for the popup events.</p>

	Michele also reminded the group about the book club. The current book is <i>The Hitchhiker's Guide to the Galaxy</i> .
11. Next meeting – April 15 th (No Meeting April 1 st -Holiday)	Michele stated that April 1 st is a holiday therefore our next meeting is scheduled April 15 th .

Next Classified Senate Meeting: April 15, 2022

[Visit the Classified Senate Website Here](#)

All are welcome to join the
Classified Professionals' Book Club

Contact Joel Bakker or Lisa Brlas

Joel.bakker@gcccd.edu; lisa.brlas@gcccd.edu

Our next selection is *The Hitchhiker's Guide to the Galaxy*
by Douglas Adams

