



CLASSIFIED SENATE MEETING NOTES

Present: Amparo Medina (President), Berenice Rodriguez (Secretary/PDC Rep), Celestina Chavez (1st VP, Classified Senate/PBC Rep), Gabriela Rodriguez (2nd VP/PBC Rep), Teri Ortiz (Treasurer), Amanda Burwick (CUDS Rep) , Susan Carrasco (SEIU Rep), Darlene Inda (PEPC/CUDS Rep), Laura Anderson (CC Rep), Blanca Barrios, Michelle Castelo, Sofia Diamantopoulou, Imelda Fernandez, Tyler Haven, Lori Jay, Susan Lawrence, Sheila Lu, Laura Maldonado, Edlin Marquez, Laurie Nelson-Nusser

Absent: Linda Fa’asua (PBC Rep), Marcos Lupian (SSC Rep)

Guests: Chris Renbarger, Patti Blair

Meeting Date: **12/19/2019**

Approval of Minutes from: **11/21/2019**

Recorded By: **Berenice Rodriguez**

AN = Action Needed

AT = Action Taken

D = Discussion

I = Information Only

| | TOPIC | | DISCUSSION | ACTION NEEDED | ACCJC STANDARD |
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| I. | Welcome / Call to Order | I | The meeting was called to order at 10:06 AM | | |
| II. | Public Comments | | None | | |
| III. | Review Meeting Minutes | I, AT | Meeting minutes from 11/21/2019 were reviewed. Motion to approve by D. Inda Seconded by S. Carrasco. Passed unanimously | | |
| IV. | Crisis Communication Feedback –C. Renbarger | I | <ul style="list-style-type: none"> Crisis Communication was developed by Mike Ketaily Crisis Communication was developed specifically to create a plan in the event of a catastrophic event No further feedback provided by classified | | |

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| V. | Website Redesign -P. Blair | I, D | <ul style="list-style-type: none"> • Redesign is set to go live in March • Focus groups were done by contractor, google analytics, other research was done to determine what pages were being searched on the website • Apply/Enroll, Financial Aid/Scholarships, Ways to Give have been updated • Transferring from IT to Marketing: Marketing will now be in charge of the website • Website was redesigned by personas: people who look at our page; continuing students, new students, returning students • Personas used to design district website: Current employees, new employees, community • Call to Actions section will have specific links for students to go directly to • Videos of programs across the colleges and videos of services will be uploaded • Directory will be searchable by person, campus: filtered by Drupal so it is updated automatically • Classified and Faculty will be able to fill out a form on the information they want shown on the directory • Alerts will be put on the website page, such as the fires we have had recently • Analytics Review is viewable on the newsroom page • We can upload our own pictures under content submission, and they will be saved into the Oxnard College gallery • Training for Drupal users will be done at the district on a quarterly basis • Student portal is not changing in this roll-out but will be updated in the future | | I-IV |
| VI. | Wayfinding Signage – D. Inda | I | <ul style="list-style-type: none"> • Signage on campus is really outdated and needed to be updated • Overhead presentation displaying signage with colors, logos, sizes. Some signs would be Campus entrance signs, vehicular direction signs, 2-sided vehicular direction signs, parking lot signage, vehicular information signage, primary directory signs, and pedestrian direction signs. • All of the signs can be changed or updated and are interchangeable. Solar lights will be mounted on each sign. These signs are being designed now and will need Board approval. • It is set to be implemented in the Fall 2020 | | III.B |

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| VII. | Guided Pathways Scale of Adoption Assessment -G. Rodriguez | I, D | <p>Handout: Guided Pathways Scale of Adoption</p> <ul style="list-style-type: none"> • Requesting feedback by January 6th. After vetting, will go before Board of Trustees as courtesy before being submitted to state. • Guided Pathways contains 4 pillars: Clarify the Path, Enter the Path, Stay on the Path, Ensure Learning • State created a webinar with more information on Guided Pathways and Scale of Adoption. There is a FAQ document on the state website with more detail. • San Joaquin Delta College currently has a webpage that allows students to see different career options with educational path, possible careers, pay, etc. We are hoping to have something similar on our campus in the future • Discussed reviewing SOAA in more detail at January meeting. <p>A. Medina: Looking into hosting a half-day Guided Pathways retreat in coordination with state GP Coordinators</p> | | I-II |
| VIII. | SEIU Update | I | <ul style="list-style-type: none"> • Not many changes, negotiations should be finishing up • S. Carrasco is now an official SEIU Rep along with R. Lacson | | IV.A |
| IX. | PG Committee Updates | I | <p>PG Workgroup Update - Amparo Medina</p> <ul style="list-style-type: none"> • The tri-chair model will be recommended as part of the participatory governance structure. Classified senate will have more representation <p>CUDS – Darlene Inda</p> <ul style="list-style-type: none"> • Parking Permits for employees expire at the end of this year; available for renewal • There was a request for a new Art Building with modular type buildings and have a new North & South Hall • Foundation has approved to fund \$500,000 for the Art Building • Looking at possible ideas on what to do with the unused 14 acres on campus • There will be a few presentations on CUDS and PBC about different ideas <p>CUDS - Amanda Burwick</p> <ul style="list-style-type: none"> • Mezzanine area of Condor Hall will be empty, and they are open to ideas on what can be done in that space • STEM will go to the library: idea is to have a tutoring hub in one space | | IV.A |

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| | | | <p>PEPC – Darlene Inda</p> <ul style="list-style-type: none"> Reviewed PEPRS Multi-year PEPRS were due in December and will be reviewed in the January meeting <p>PBC – Celestina Chavez</p> <ul style="list-style-type: none"> Discussed where to spend the \$549,000 Will go through some resource requests that were not covered; IT overtime, Provisional or Professional Expert, Possible supplies and equipment, a Basic Needs Specialist (Provisional) was requested <p>PDC – Berenice Rodriguez</p> <ul style="list-style-type: none"> Deadline to apply for Spring Professional Development: January 21 Working on having two deadlines a semester for Classified to allow an opportunity to apply for more professional development events New suggested classified deadline would be: Two weeks prior to 2nd meeting of the semester and two weeks prior to the 3rd meeting of the semester Self-assigned Flex Day: January 3rd: online option for training There is still \$5,800 left in Classified Professional Development funds <p>Student Success – Gabriela Rodriguez</p> <ul style="list-style-type: none"> Resolution was created requesting President review scholarship process Suggestion was made to have Foundation work with Financial Aid so students can get their scholarship packaged with their financial aid funds; possibly go to online applications <p>Curriculum – Laura Anderson</p> <ul style="list-style-type: none"> All curriculum was passed by the board L. Anderson and P. Trujillo were able to get all corrections done | | |
| X. | CS Board Updates | I | <p>Fundraising: Gabriela Rodriguez</p> <ul style="list-style-type: none"> See's Candy has arrived and distributed Jackets will be in today <p>Amparo Medina</p> | | IV.D |

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| | | | <ul style="list-style-type: none"> We made \$282 in the Holiday Baskets <p>Treasurer Updated - Teri Ortiz</p> <ul style="list-style-type: none"> We currently have about \$1,500. Still waiting on some payments to post for jackets. Will work with G. Rodrigues for final numbers. | | |
| XI. | Campus Announcements / Updates | I | <p>Amparo Medina</p> <ul style="list-style-type: none"> A 2nd workgroup will be formed to work on the operational aspect of the compressed calendar Compressed calendar would change semester from an 18-week calendar to a 16-week calendar and offer a winter term AFT must approve a compressed calendar | | |
| XII. | Future Agenda Items | I | Guided Pathways SOAA | | |
| XIII. | Future Meetings Dates | | <p>Next meetings will be held on</p> <ul style="list-style-type: none"> January 30, 2020 February 13, 2020 March 20, 2020 – Retreat April 30, 2020 May 21, 2010 | | |
| XIV. | Adjournment | | The meeting adjourned at 1:41 PM | | |