



CLASSIFIED SENATE MEETING NOTES

Present: Amparo Medina (President), Berenice Rodriguez (Secretary/PDC Rep), Gabriela Rodriguez (2nd VP/PBC Rep), Teri Ortiz (Treasurer), Laura Anderson (CC Rep), Linda Faasua (PBC Rep), Blanca Barrios, Dalia Guerrero, Michelle Castelo, Lori Jay, Beau DeRouen, Ron Lacson, Sheila Lu, Susan Carrasco, Jon Gallagher, America Barroso

Absent: Amanda Burwick (CUDS Rep), Celestina Chavez (1st VP, Classified Senate/PBC Rep), Darlene Inda (PEPC/CUDS Rep), Marcos Lupian (SSC Rep)

Guests: Dan Watkins, President Sanchez

Meeting Date: **09/26/2019**

Approval of Minutes from: **04/29/2019**

Recorded By: **Berenice Rodriguez**

AN = Action Needed

AT = Action Taken

D = Discussion

I = Information Only

	TOPIC		DISCUSSION	ACTION NEEDED	ACCJC STANDARD
I.	Welcome / Call to Order	AT	<p>The meeting was called to order at 1:37 p.m.</p> <p>President Sanchez Welcome:</p> <ul style="list-style-type: none"> • AB19 Funds will be set to help students needing help getting to the college Chancellor has allocated \$700,000 to OC • Dr. Herrera brought in \$3 million in the Title V Grant <ul style="list-style-type: none"> ○ Help boost access to bring more students to the college and help students reach their goals • Personnel Commission approved the creation of Director of Marketing and Outreach position <ul style="list-style-type: none"> ○ M. Castelo asked what the timeline will be to post the position ○ President Sanchez: Hopefully be sent out next week and have the person begin in the spring. • G. Rodriguez asked what the timeline is to fix the Shared Governance Manual. What are the chances of having a tri-chair for Participatory Governance? 		

			<ul style="list-style-type: none"> ○ President Sanchez: Supports tri-chairs but there may be some push back from others. Tri-chair model may not be needed for all committees. There had been a commitment to finish a handbook by Fall 2019 and it has not happened. There is a slow pace to get the revisions done, mainly because faculty is off in the summers. Some questions/discussions that are taking place include: Will there be a college council to debate and consider ideas? Will we adopt an educational masterplan instead of a strategic plan? <p>L. Faasua: thanked President Sanchez for being an advocate for us</p>		
II.	Public Comments		<ul style="list-style-type: none"> • None 		
III.	Review Meeting Minutes	I	Meeting minutes from 04/29/19 were reviewed. Motion to approve by T. Ortiz, Seconded by L. Anderson. Passed unanimously.		
IV.	Information Security Standard BP/AP 3721	I	<p>Dan Watkins – BP 3721</p> <ul style="list-style-type: none"> • OC does not have an approved board policy on Information Security Standards <ul style="list-style-type: none"> ○ Purpose to protect staff, and student data ○ Standard state policy already gone through senate: must now be looked through the classified senate before it goes to the board for approval ○ Needed for audit: all colleges across the state are adopting a similar practice • G. Rodriguez: What will change for the user once this is in place? • D. Watkins: Nothing will change but a training will be set in place to train employees on how to keep information secure. Training such as phishing, sexual harassment trainings will be mandatory 		IV.D
V.	Participatory Governance Manual	I	<p>A. Medina: all the committees are currently looking at the charge and procedures</p> <ul style="list-style-type: none"> • We need feedback from classified to see what direction we want to go • A. Medina wants to push to have more classified seats in the committees • PG Manual must be vetted: classified will need to approve • Current PEPC Membership: 2 co-chairs, 2 academic senate representatives, 2 classified representatives, 2 associated student representatives, and one instructional representative for each department that has a department chair, and 5 management 		IV.A

			<ul style="list-style-type: none"> ○ Proposed Program Review Committee Structure (Possible New Name): tri-chairs: academic, classified, and administrator: 3 management, 10 academic senate representative, (getting rid of instructional) and 5 classified senate representatives • If we push for an increase in classified in participatory governance, we need an increase in participation • AB1725 (Ed. Code): College cannot make decisions on 10+1 without Academic Senate consultation. • 9+1 was created by Ventura College and adopted by the district for classified participation in shared governance • Colleges across the state are starting to adopt 9+1 model • There is discussion on creating a college council • Per classified union contract we are allowed release time for committee participation • L. Anderson: For PDC Classified had no money until President Duran took money out of his budget for Classified. Does VC or MC have it? A. Medina: Moorpark does not have money specifically for classified • We currently have our classified reps in committees but everyone is welcome to attend as guests to learn about the committees <p>D A. Medina asked what everyone's opinion on having more seats is.</p> <ul style="list-style-type: none"> • L. Faasua: likes the idea of tri-chairs and having more classified seats. We need to be there because there are more faculty and we can get outvoted • Question raised - Why is faculty against tri-chairs? G. Rodriguez: There is a fear that managers and subordinates would have voting rights and subordinates may fear to vote against managers. We must remember we are there to vote for classified instead of against our managers. • A. Barroso: We must remember we have a voice and cannot fear using our own voice and having our independent thoughts • A. Medina: asking to increase our seats to the table is also about educating our classified. Increases responsibility and accountability. • New decision making handbook can possible be used for the next 5 years and it's our opportunity to advocate for change. • S. Carrasco agrees with more representation 		
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			<ul style="list-style-type: none"> A. Barroso: commended A. Medina for how prepared she has been to handle faculty's questions 	
VI.	CS Board Reports	I	<p>A. Medina reminded everyone the deadline to verify dependent eligibility for benefits is September 30</p> <p>Fundraising: G. Rodriguez</p> <ul style="list-style-type: none"> We have been able to make \$12.50 for each jacket because of the size of the first order. The total for the summer order was \$612.60 This past order was only 29 jackets so only got \$10 off of each jacket We raised a total of \$902.50 from the jackets Request to look into more swag like: beanies, scarves, hoodies, baseball caps, gym bags, water flasks See's Candy Fundraiser: try to get orders in by Thanksgiving. Not as profitable as jackets but we are open for more fundraising ideas <p>A. Medina: Would like to be more intentional in giving directly back to students. C. Chavez has mentioned that there have been students at fire academy that drop out because of financial issues. A. Medina advised we will research additional fundraising opportunities such as a silent auction. Foundation has agreed to match funds depending on how money is awarded to students i.e. scholarships.</p> <p>Treasurer's Report: T. Ortiz</p> <ul style="list-style-type: none"> Currently have a little over \$700. 	IV.C
VII.	PGM Committee Updates	I	<p>CUDS: A. Medina - Discussion regarding homeless situation on/around campus, facilities. Committee charge and membership is also being discussed. Suggestion has been made at committee to form separate safety committee. Discussion on where technology fits into CUDS.</p> <p>Curriculum: L. Anderson - Three meetings so far: approved eight CAOT classes that will be non-credit. Curriculum has gone through and made changes needed for the manual.</p> <p>PBC: A. Medina provided handout of funded resource requests</p> <ul style="list-style-type: none"> Budget has already been adopted but there is an additional \$5.6 million for the district to be allocated There is over \$40 million in reserves 	IV.A

		<ul style="list-style-type: none"> No new faculty have been approved for hire <p>PEPC: A. Medina - Currently reviewing charge and membership</p> <p>SSC: A. Medina: Currently reviewing charge and membership. No October meeting held</p> <p>Technology Taskforce, A. Medina: there is about \$150,000 in infrastructure funds that the taskforce has been charged with determining how to best use those funds in conjunction with resource requests.</p>	
VIII.	District Updates	<ul style="list-style-type: none"> A. Medina: Recommendation made last spring by district workgroup to move forward with a compressed calendar. Waiting on Chancellor to convene workgroup for additional research New Vice Chancellor of Human Resources to start next Monday A. Medina meets with Chancellor once a month to bring back any concerns from classified senate. 	IV.D
IX.	SEIU Update	<ul style="list-style-type: none"> J. Gallagher – Negotiations are ongoing and include discussions regarding; longevity bonus, health benefits, salary, management proposal, vacation accrual and holidays Announced he will be moving to DAC; R. Lacson will be moving up to the main steward, S. Carrasco is working to become a steward. A third will be needed at OC We want to start looking at more benefits for union members <ul style="list-style-type: none"> Possibly start a union pride day once a week Maybe have a lunch hour/coffee for members only L. Anderson: how is the salary study going? J. Gallagher: there were some major issues. Received it a couple weeks ago and asked for back-end data, how was this compared, what was reviewed? <ul style="list-style-type: none"> Waiting to get information back 	IV.A
X.	Classified Professional Development	<ul style="list-style-type: none"> A. Medina: State gave one time funds to go towards Classified Professional Development events supporting vision for success goals October 9 – Dr. Harris: Advancing Equity to Achieve Student Success: Recognizing the Critical Role of all Classified Professionals November 5th Film Screening of <i>The Pushouts</i> followed by Q&A with Dr. Victor Rios. 	I.A-C

		<ul style="list-style-type: none"> • Guided Pathways Conference is scheduled for October 25 in Santa Maria. Conference is free, please check with supervisor for mileage reimbursement funding 		
XI.	Campus Announcements	<ul style="list-style-type: none"> • S. Carrasco will be performing at OC Live on October 10 • A. Barroso: Vet Center is doing a fundraiser to help Hurricane Victims • L. Anderson: Spring 2020 Schedule is live 		
XII.	Future Meetings	<p>Next meetings will be held on</p> <ul style="list-style-type: none"> • October 31, 2019 • November 21, 2019 • December 19, 2019 • January 30, 2020 • February 13, 2020 • March 20, 2020 – Retreat • April 30, 2020 • May 21, 2010 		
XIII.	Adjournment	The meeting adjourned at 3:09 p.m.		