

# CLASSIFIED SENATE MEETING MINUTES

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FRIDAY, JULY 9, 2020

1:00-2:30 p.m. – Via Zoom Conference

**Call to Order:** The meeting was called to order by John Feist at 12:38 p.m.

**Roll Call:** Per Sign-in Sheet

**Approval of Agenda:** The agenda was approved by general consensus. **Phylicia Sanchez motioned to approve the agenda; Barbara Nichols 2<sup>nd</sup> the motion.**

**Approval of Minutes:** Minutes from 6/11/2020 and 6/25/2020 were reviewed; **Ernie Guillen motioned to approve minutes of 6/11/2020; Rocio Delgado 2<sup>nd</sup> the motion.** Approved by general consensus. **Ernie Guillen motioned to approve minutes of 6/25/202; Phylicia Sanchez 2<sup>nd</sup> the motion.** Approved by general consensus.

**Public Comment/Guest:** No guests scheduled (Future guest suggestions). John Feist wanted to note for staff who are having Internet connection problems, they can request a hot spot, via request to supervisor and supervisor approval to get a hot spot. The floor was opened for public comments.

## **Reports:**

- A. **President:** John Feist, newly elected Classified Senate President, gave a welcome statement. There's a lot to report at this point. Basically, what he welcomed everybody to the new fiscal year for the classified senate. And for all the new members that are filling new positions and classified senate, we're looking forward to actually using this time to catch up on things and learn how to do better with what we've had on previous agendas and how to actually move them forward with actions.
- B. **Treasurer:** Phylicia Sanchez said there were no changes from last month's report—she just updated the spreadsheet to reflect the new fiscal year. There is \$4,219.18 in the Valley Hills general fund account and in our credit union scholarship account there is \$2,086.36. We're still holding off on transferring funds for Aaron's scholarship fund. The general fund for the Foundation has \$1,500; the foundation scholarship fund has \$2,676.97. Aaron's scholarship account has \$120.59. This is the current status for the classified senate fund accounts. The only thing that we have to add in is the amount is the Disneyland tickets. Since Disneyland is currently not selling tickets, we have notified the winner of the raffle. Hopefully, once Disneyland open, we can get the amount situated, we're expecting no more than \$300.

- C. CSEA: Ernie Guillen reviewed recent issues: MOU, informational meeting, membership engagement, team member event, class study updated, job descriptions, upcoming elections and endorsements.
- D. Other:
- a) Senator Reports: Dena Peters mentioned the senate website, which has been updated with the new e-board and senators. Discussion ensued on minor updates/corrections to the website. She suggested newly elected staff review the bylaws and the constitution on the different duties. She would like to see staff get a little bit more involved or at least keep in touch on what are is being filtered out to the classified staff of areas that we represent. We should be reporting out. Ernie Guillen added comments explaining the process for reports from people on committees and/or senator--reports will be collected by the Vice President, and in the event people aren't comfortable with speaking out their reports in the middle of a meeting or can't make the meeting that information is still being disseminated out to the group during the meeting. He will send out an email to everybody asking for reports. Just allow him enough time to put things together for the main meeting. And thank you to all who are sitting on a committee or if you volunteer to be a senator. We look forward to working with you.
- b) Accreditation Committee: Dena Peters also gave a quick report on the accreditation institutional self-evaluation report (ISER) which is being finalized to go to board for 1<sup>st</sup> reading this month. The ISER is on the accreditation website for all stakeholders to review.
- c) Committees List/Sustainability: John Feist wanted to review the committee list for classified staff participation. Looking for more classified staff participation on committees. Ernie Guillen noted a new committee on equity being established by the president and looking for people to participate. Anyone interested, let him know or contact SBVC president. John Feist also noted the sustainability committee and issues recently brought forth by Mary Valdemar. Further discussion on the sustainability committee, history and archived on district committee and campus committee and the importance of keeping this committee going, get things back on board with the sustainability committee at SBVC. **Ernie Guillen made a motion** to have the e-board or senators interested in looking into this issue so we can present at the next e-board meeting prior to coming to the classified senate; **Abe Fulgram 2<sup>nd</sup> the motion**. Approved by consensus.

#### New Business:

1. Senate Meeting/Open Forum Rescheduling: John Feist reviewed the scheduled time for classified senate meetings, which is the 2<sup>nd</sup> Friday of the month, with an open forum

two weeks later. He wanted input from the members—do we want to continue having these meetings as scheduled—we don't want to have too many meetings. The consensus was to keep the meeting days/times the same. The senate is always encouraged by member participation and will continue to provide opportunities to be involved.

### **Discussion:**

1. Future Scholarships Issues & Fundraising Suggestions: John Feist wanted to give opportunity for members to provide input and feedback on ways to raise funds for scholarships. Ernie Guillen mentioned that since the pandemic and school closure including events, the senate used to raise funds by selling snacks at football games, so we have lost our main source for fundraising which could go into the spring 2021 semester. We want to find other ways to raise funds for at least 10 scholarship awards. Ernie Guillen gave an overview on the scholarship committee process of selecting awardees. The senate can always change the number of awards as funds are available. Further discussion ensued on researching and having a conversation on how the scholarship committee is working through this time of COVID-19, and what types of changes they may make this coming year. More discussion at future meeting.
2. Fall Semester Needs (What do we need to be successful?): John Feist wanted input and feedback from the members on what is needed to be successful in the workplace for classified as far as policy and procedures. Barbara Nichols said she would like to see a rotating schedule, coming in on different days, as well as working remote from. John Feist noted that we may be looking to work from home in the spring. We also need to be aware of policy and procedures that affect us and labor issues with the union. Discussion ensued on the above topics and how we can come together to work things out returning to work for everyone. We will most likely need to have the union involved, and the Classified Senate President should meet with the Union President. More discussion to come.
3. Agenda topics for Opening Day Meeting (Aug. 14): John Feist asked for input on topic items for Opening Day. With the recent issues and concerns, e.g., George Floyd, Black Lives Matters, systemic racism and institutional racism and biases. He noted that for those who wish to remain anonymous in their suggestions, emails can be sent to the e-board and senators, links are available online on the CS website, and we are working on establishing a campus email for the senate and Kyle Stroud, our communications officer, is available to contact. More to come on that.
4. Cultural Awareness Event Ideas: John Feist raised discussion on the possibility of expanding cultural awareness events besides holidays and other annual events, such as Cinco de Mayo. He wants to find ways to engage the people. Further discussion ensued

on this topic, SBVC already has a lot of events, people involved may feel more overwhelmed with more activities.

**Open Floor—10 minutes**

John Feist did a quick review of things discussed in the meeting. Classified Senate is here to represent classified professionals, we want to hear from you to make sure you are successful at your jobs, and how to improve upon that success and bring about positive change. We want your feedback. He opened the floor.

Pat Jenkins had a comment about fundraisers, and as an Avon representative, she can sponsor online fundraisers, people can look at the online brochures and purchase products, and a portion of the proceeds can go to scholarships. John Feist suggested she get with the fundraising committee for more discussion. Ernie Guillen said he is on the fundraising committee and he would send her an email in response to her fundraiser suggestion.

Oscar Rodriguez also suggested doing fundraisers through local restaurants, we have done that in the past, but in the current environment, people can order and take-out.

Phylcia Sanchez mentioned a meeting with HR next week--open to any questions from staff—if we can get questions in advance. Staff can email me or Ernie Guillen. Questions in advance will help HR prepare to respond.

**Next Meeting: Classified Senate Open Forum – Thursday, July 23, 2020**

**Meeting Adjournment:** The meeting adjourned at 2:09 p.m.

Minutes submitted by Dena M. Peters