



Classified Senate Meeting Minutes

August 28, 2024 | 11:00 a.m. - 12:00 p.m. | Zoom Meeting

Classified Senate Attendance

Norma Alcala	Present	Minerva Mondragon	Present
Jessica Bravo	Absent	Cecilia Schreyer	Present
Andy Chau	Present	Michelle Wang	Present
Karen Cifuentes	Present	Jillian Whistler	Present
John Fawcett	Present	Curtis Williams	Present
Jeanette Grimm	Present	Eric Wilson	Present
Sue Harlan	Present	Alexia Wood	Present
Kayla LaBounty	Absent		

Guests

Guests: Michelle Auduong, Nakia Barba, Scott Broberg, Pree Casaus, Cynthia Chavez, Tanya D., Heather Dominguez, Martha G., Mary Gallois, Lucy Grams, Vickie Hay, Patt Kopp, Karen Latham, Janet Lazaro, Shelley Lowrey, Belta Moon, Shannon O’Neal, Stephanie Phonsiri, E. Quiroz, Jennifer Rivera, Carmella Rodriguez Hardy, Beatriz Rodriguez Vaca, Tere Vazquez, Austin Webb, Courtney Youngberg, Mireille, Leigh, and Christine.

Recorder of Minutes: Beatriz Rodriguez Vaca

1. Call to Order - Classified Senate President:

President Jeanette Grimm called the meeting to order at 11:08 a.m.

2. Approval of the Minutes - Classified Senate Body:

Motion 1: Senator Curtis Williams moved to approve the minutes from May 08, May 22, July 15, and August 08 of 2024; motion seconded; motion approved, unanimously.

3. Officer, Senator, and Committee Reports:

A. President’s Report –

President Jeanette Grimm:

- The Board of Trustees meetings will be streamed, recorded, and accessible on YouTube. There will be testing in the month of September. If all goes well, all meetings could be live streamed starting in October.

- There was a Special Board of Trustees meeting on August 29 from 4-6pm. They did an adopted budget preview.
- There will still be no full-time faculty hiring this year, with few exceptions.
- Upcoming events:
 - Pirate Involvement – Tuesday, September 10, 2024, 11 am-2pm Main Quad
 - Mid-Autumn Festival (AANHPI) – Tuesday, September 17, 11-1pm Main Quad
 - Children’s Book Fair – Sunday, September 22 10-4 Main Quad
 - Community Science Night – Friday, October 4 5-8 pm Entire Campus
 - Coast Collective will be open Mon-Thursday 11 am – 3 pm

B. Vice Presidents’ Reports:

VP of Committees and Outreach, Michelle Wang: has been actively reaching out via email to solicit committee representatives but has received only three responses so far. Despite efforts to fill available positions on various committees, several vacancies remain. If you are interested in serving as a Classified Senate representative on any of these committees, please inform Michelle Wang. This week, she will begin notifying committee chairs of new appointments. Those who have already completed the Microsoft form will receive a confirmation email from her with details about their appointment and meeting information. Some of the committees that still need representation include:

- **Administrative Services Planning Council:** 3 positions
- **Classified Senate** (2 full-time Senators at Large in the Admin Wing, 1 for Student Services Wing, 2 Part Time senators at large)
- **College Council:** 1 position
- **Facilities Planning Committee:** 3 positions
- **Flex Committee:** 1 position
- **Institutional Effectiveness Committee (IEC):** 1 position
- **Instructional Planning Council (IPC):** 1 position
- **Professional Development Advisory Committee (PDAC):** 1 position
- **Technology Committee:** 1 position

Please indicate your interest in any of these roles.

Senator Alexia Wood would like to serve on IPC.

Senator Norma Alcala stated that to really have a voice on campus Classified Professionals need to get involved in committees.

C. Classified Senator Reports –

Senator Alexia Wood stated that we should discuss our hiring process. There seems to be a lot of Classified Professional exclusion. They should be included in second round interviews.

Senator Michelle Wang: For the fall, we are going to review the Decision-Making Document in review of participatory governance. We can also review our senate responsibilities.

D. CFCP Report: Michael Carrizo: – No reports.

E. Other Committee Reports: – No reports.

4. Unfinished Business:

A. No items under unfinished business.

5. New Business:

- A. Meeting Modality Poll:** All meeting attendees had the opportunity to select between the Classified Senate meetings being fully on Zoom or fully in person. After the attendees had an opportunity to vote, the results were to remain on Zoom with 91% of the votes. We do plan on having social events where we can meet in person.
- B. Classified Professional Class Climate Survey Results – President Jeanette Grimm:** Shared the results of the survey that Classified Professionals got the chance to participate in. She appreciates all feedback and will do her best to incorporate as many suggestions as possible.
- **Campus Events:** If your department is hosting an event, please email me with the details. I aim to share all relevant events, though I may not be aware of every occurrence.
 - **Building Updates:** I will provide updates on campus building projects, including new constructions and renovations.
 - **Guest Speakers and Workshops:** There is strong interest in wellness, self-care, fitness, and motivational activities. I am working on organizing these.
 - **Departmental Open Houses:** There is a request to reinstate departmental open houses. I will reach out to departments to facilitate these events.
 - **Campus Tours:**
 - A tour of MakerSpace is being arranged for a late afternoon/after hours.
 - An aquarium and aquaponics tour is being scheduled for a Friday afternoon.
 - **Social Events:** Classified staff have expressed interest in informal social gatherings. I will arrange various meetings at different times to accommodate different schedules.
 - **Fundraising:** There is interest in reviving the poinsettia sale. I will contact Joe Stead to explore this possibility.
 - **Communication Methods:**
 - Email remains a key communication channel.
 - We are working on reintroducing newsletters, with one or two planned per semester. Suggestions for content are welcome.
 - Interest in brown bag sessions is noted, and details will be worked out.
 - **Professional Development:**
 - High demand for tech training, including advanced Outlook and Canva.
 - General professional development topics are also requested.
 - If you suggested non-administrative topics, please email me to discuss this further.
 - **Flex Day Sessions:** Classified staff sessions are needed. If you have expertise to share or need assistance with organizing a session, please reach out.

6. Open Forum:

- Michelle Wang showed how to find Board Meeting Minutes on BoardDocs.
- Anyone can make a request to have a specific topic being presented on Flex Day.
- The Flex Day Virtual Concierge is accessible via Canvas. It includes a Google form where you can submit suggestions and requests for what you would like to see. This form has always been available, so please use it to provide your input.
- Reminder to everyone to wear their lanyards while on campus, even when walking to places like Starbucks. This helps make us more visible and accessible to students who may need assistance or directions. If you are

interested in receiving a Coast Cares Card, which features your name (not your employee ID), please let us know so we can order one for you.

7. Adjournment of the Regular Meeting:

Meeting adjourned at 11: 42 a.m.