



# Classified Senate Meeting Minutes

October 09, 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	Absent
Karen Cifuentes	Absent	Jillian Whistler	Present
John Fawcett	Present	Curtis Williams	Present
Jeanette Grimm	Present	Eric Wilson	Present
Sue Harlan	Absent	Alexia Wood	Present
Kayla LaBounty	Absent		

## Guests

**Guests:** Michelle Auduong, Nakia Barba, Alex Buus, Pree Casaus, Cynthia Chavez, Maria DeNunno, Heather Dominguez, Martha G., Veronica Garcia, Nexy Gavidia, Lucy Grams, Mireille Halley, Vickie Hay, Tiffany Huynh, Jami Jacobi, Patt Kopp, Karen Latham, Shelley Lowrey, Belta Moon, Martha Munoz Sanchez, Thuy Nguyen, JohnPaul Nguyen, Virginia Nuzzolese LaFlamme, Stephanie Phonsiri, Jennifer Rivera, Carmella Rodriguez Hardy, Beatriz Rodriguez Vaca, Linda Tiger, Courtney Youngberg, Roxann Navarro, and Veronica.

**Guests:** Sheri Sterner

**Recorder of Minutes:** Beatriz Rodriguez Vaca

### 1. Call to Order - Classified Senate President:

President Jeanette Grimm called the meeting to order at 11:02 a.m.

### 2. Approval of the Minutes - Classified Senate Body:

**Motion 1: Senator Alexia Wood** moved to approve the minutes from September 25, 2024; motion seconded; motion approved, unanimously.

### 3. Officer, Senator, and Committee Reports:

- A. **President's Report –**  
President Jeanette Grimm:

A task force has been formed to review and revise the Vision 2030 plan, focusing on removing outdated elements rather than adding new ones. The task force includes classified representatives, and I will serve as their voice, providing updates after our meetings.

Additionally, OCC has received the Excellence in Energy and Sustainability Award from the California Community Colleges Board of Governors, recognizing our innovative agricultural practices and the aquaponics lab. This initiative allows us to produce 300 heads of lettuce daily using minimal water, with the produce benefiting our students. President Angelica Suarez will accept the award at the November Board of Governors meeting.

### **Upcoming Events**

- **Hispanic Heritage Month Finale:** Celebrate with "paletas" (ice cream bars) in the main quad, primarily for students.
- **Aquarium and Aquaponics Tour:** Join us this Friday at 2:30 PM for a private tour of the Aquarium and aquaponics greenhouses, guided by Rob Ellis and Mary Blasius.
- **Friends of the Library Book Sale:** Scheduled for October 22nd and 23rd, from 9 AM to 3 PM, with the first hour reserved for students and Friends of the Library members.
- **Maker Space Tour:** On October 23rd at 4:45 PM, explore the resources available at OCC's Maker Space, which will remain open until 7 PM.
- **Halloween Events:** A decorating contest and trick-or-treating event will take place on Halloween Day, along with a pet costume contest. Submit pet photos by October 28th for a chance to win prizes.
- **Scholarship Fundraiser:** Enjoy a dine-in fundraiser at Mendocino Farms on November 14th from 2 PM to 9 PM, with 30% of purchases supporting our scholarship fund.

### **Vice Presidents' Reports:**

**President Ex-Officio John Fawcett Great Shakeout Drill:** The Great Shakeout earthquake drill is scheduled for October 17 at 10:17am, during which fire alarms will sound, all buildings will be evacuated, and marshals will guide individuals to a safe distance; participants are encouraged to review safety procedures, including the key steps of drop, cover, and hold on.

**B. Classified Senator Reports** – No reports.

**C. CFCP Report: Michael Carrizo:** – No reports.

### **D. Other Committee Reports:**

1. **Tech Committee – Eric Wilson:** - The Tech Committee discussed evaluation processes and identified areas for improvement, leading to a proposal for onboarding labs in the first week of school, featuring support from IT, the Accessibility Resource Center, and Canvas, while also updating the student support page in Canvas for better information access.
2. **Flex Committee – Eric Wilson:** Proposals for Flex Day workshops are expected soon, and all classified staff are encouraged to participate by offering sessions and submitting topic suggestions to enhance inclusivity and ensure representation from classified professionals.
  - a. Senator Cecilia Schreyer: Senator Eric Wilson has been a strong advocate for offering sessions for classified staff on Flex Day, facilitating a variety of activities including safety discussions, expert-led sessions, and engaging activities like scavenger hunts and informal campus explorations, emphasizing that sessions do not need to be formal to be valuable.
  - b. Heather Dominguez: Recognizing the challenges for counseling staff during Flex Day due to scheduling conflicts, a proposal is made to conduct a survey to gather input from all staff on

desired sessions, with suggestions for practical training and engaging activities to enhance relevance and enjoyment.

- c. **Shelley Lowrey:** As a five-year member of the Flex Committee, I aim to address scheduling conflicts for classified staff during fall Flex Day, proposing to create more classified sessions for spring Flex Day when attendance is higher, and inviting input on session topics while offering assistance in developing proposals and resources to enhance participation.
3. **Flex Committee - Rafael Gonzalez:** The meeting focused on ensuring accurate attendance logging by presenters, resulting in two key votes: establishing an attendance lab staffed by Flex Committee members during Flex Day, and requiring presenters who fail to submit attendance correctly within seven days to attend a follow-up attendance forum, with non-attendance leading to voided flex credit; these measures aim to enhance accountability.
4. **Facilities Planning Committee - Cecilia Schreyer:** The meeting covered several updates, including the ISER report's impact on the Facilities Committee, ongoing building maintenance issues, and progress on the Chemistry Building, which is nearing completion but remains inaccessible. Additionally, the transition to LED lighting is underway, with an estimated cost of five million dollars. Challenges with the recycling center's operator persist, and safety improvements are being made at the intersection of Adams and Pine Creek. Lastly, field trips are planned for the next meeting.
5. **College Budget Committee - Stephanie Phonsiri:** Vice Chancellor Marlene Drinkwine presented a joint colleges budget overview, addressing the district's financial challenges, reliance on state revenues, ongoing deficit spending, and pandemic-related enrollment impacts. The presentation noted expenditure trends, state budget complexities, and the effects of Prop 98. Notably, since the hiring freeze began in 2019, 170 positions have been eliminated, raising concerns about staffing shortages and their potential impact on student services.
  - a. Classified Senate discussed this item, and it was encouraged for Classified Professionals to attend a future Board meeting.
6. **Institutional Advancement and Effectiveness Planning Council - Beatriz Rodriguez Vaca:** Dean Sterner presented on the ISER at the IAEP meeting, encouraging the Council to review its three standards and provide feedback by September 25. The Council prioritized funding for the Caring Campus initiative from the Foundation, data coaching, Chromebooks for student assistants in the HR department, and software to measure DEIA qualitative data in the IE department. [\[00\]](#)

#### 4. Unfinished Business:

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- A. **SEMP Review – Heather Dominguez:** We seek your endorsement of the Strategic Enrollment Management Plan (SEMP) after its review and the feedback received; while we will not revisit previous discussions unless there are specific questions, your input is valued and essential for successful implementation, reflecting our commitment to this initiative.

**Motion 2: Senator Curtis Williams** moved to approve the SEM; motion seconded; motion approved, unanimously.

#### 5. New Business:

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- A. **ISER First Draft Review – Sheri Sterner:** As the college's Accreditation Liaison Officer, I oversee the Institutional Self-Evaluation Report (ISER) review process, encouraging classified professionals to participate in the review of our first draft throughout October, with the goal of Board endorsement by April 2025 and final submission in the summer; to facilitate this, we will request workday time for reviews and provide weekly updates to support engagement.
- B. **Technology Training Survey: President Jeanette Grimm:** Senator Eric Wilson has generously offered to provide technology training for classified professionals across various areas.

- a. **Senator Eric Wilson:** A brief survey will be distributed via email to collect your preferences for training topics, format (virtual or on-campus), preferred time blocks, and interest in a spring break event, which previously saw high attendance.

**6. Open Forum:**

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- No items under open forum.

**7. Adjournment of the Regular Meeting:**

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The meeting was adjourned at 12: 00 p.m.