

GROSSMONT COLLEGE
Classified Senate
Friday, September 3, 2021
1:30 – 3:00 pm
<https://cccconfer.zoom.us/j/91078055020>

Meeting Summary

VISION: Provide classified staff a voice to participate in the initiation, development, and evaluation of all District policies and procedures that support educational programs and services for students at Grossmont College.

MISSION: Grossmont Classified Senate promotes the valuable contributions made by classified professionals in creating an environment that will lead to the greatest level of student success. The Senate encourages the exchange of ideas, understanding and, cooperation between classified staff, faculty, administrators and students, in the best interest of enriching the educational environment.

2021-2023 Classified Senate

EXECUTIVE OFFICERS	SENATORS	SENATORS
<input checked="" type="checkbox"/> Michele Martens-President	<input checked="" type="checkbox"/> Alexis Brown	<input checked="" type="checkbox"/> Joel Bakker
<input checked="" type="checkbox"/> Rochelle Weiser-Vice President	<input type="checkbox"/> Andrew Hellier	<input type="checkbox"/> Nadia Almaguer
<input checked="" type="checkbox"/> Bernadette Black-Secretary	<input checked="" type="checkbox"/> Bryan Lam	<input checked="" type="checkbox"/> Pat Murray
<input type="checkbox"/> Kirstyn Verdugo-Treasurer	<input type="checkbox"/> Dana Mints	<input checked="" type="checkbox"/> Ruth Ramirez Ruiz
<input checked="" type="checkbox"/> Cindy Emerson-Past President	<input type="checkbox"/> Danielle Feliciano	<input checked="" type="checkbox"/> Ryan Cline
	<input checked="" type="checkbox"/> Diana Barajas	<input checked="" type="checkbox"/> Shardai Zaragoza
	<input type="checkbox"/> Graylin Clavell	<input type="checkbox"/> Victoria Rodriguez
Guests: Bobbi Prilaman Debora Curry Diana Kiryakous Janice Fisher Kelly Jackson Lisa Brlas Nashona Andrade Raul Sandy Kuntz Stefanie Beason		

Routine Business

1. Welcome	Michele welcomed the group. She also shared that the agenda now includes the Senate’s Vision and Mission statements rather than the Code of Ethics. One of the
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	eBoard's goals is to also update these statements.
2. Public Comment	There were no public comments.
3. Additions/Deletions to Agenda	There were no additions or deletions to the agenda.
4. Approval of 8/20/21 meeting minutes	The 8/20/21 meeting minutes were unanimously approved.
New Business	
5. Governance Training 101	<p>Michele began the Governance 101 training by thanking the team on putting the presentation together. She stated that for her, the journey began when she joined Senate and was learning about the new participatory governance process. Participatory governance is a place where classified professionals can provide their input. Michele added that the first committee she sat on was the Budget committee which was very eye opening. She encouraged those who want to know how decisions are made to volunteer on a governance committee.</p> <p>Cindy noted that she had the opportunity to be a part of the creation of the participatory governance handbook. A large group of administrators, faculty, and staff met several days with two moderators to help us fully understand how to build a governance program. It was a great opportunity to be a part of the conversation, to be heard, and to be respected. It was the introduction to change for classified professionals. The beauty of true participatory governance is that everyone, including students, speaks into the process as we all bring different perspectives. Cindy noted that she is still learning and it's been a really positive thing for Grossmont College and for classified professionals. She hopes to bring the students in to hear their voices and how we can truly better serve them.</p> <p>Bryan acknowledged Cindy's summary, noting that he has seen the progression on where we are today. There has been a lot of change and our voices are more equal than before. Once you get involved, you can see the change. Our training today will demonstrate where we are now.</p> <p>Rochelle was also involved in the GOSC planning where we looked at the current structure and built from there a new governance structure. One of the key things classified professionals pushed for was having equal seats. Prior to this, there might have been only one or two classified members on a committee. Now, we have equal representation so that our different perspectives are represented. Classified professionals are often the people students interact with on campus first. We have a unique perspective from the work we do; faculty have their perspective from the classroom experience; and</p>

administrators have their perspectives as well. As we go through our information today, keep in mind that you are important to this process. The voice and perspective each classified professional brings is important to the committees. Our students miss out if we don't bring our experience and our voice to the process.

Rochelle started off with modeling what should be happening in a governance committee. Committees should go through the process of establishing norms. The norms displayed at the Senate meeting are ones that came out of the trainings we previously had.

- It was suggested keeping students at the forefront of your mind when making decisions. Think how this will affect students first.
- Keep the conversation free flowing; try not to talk over people and use the raise hand feature while on Zoom.
- We, as a group, wanted to use "bike rack" as this was more environmentally friendly. This is used for ideas and possible future trainings that the committee can come back to address. So if you have a thought, don't be afraid to speak!
- Assume good intentions. We are all learning in this process.
- Respect each other and not talk over one another. Challenge ideas and not people.
- All questions are welcomed.

Rochelle asked if there is anything else we wanted to include in these norms. If you get into your committee meetings this fall and they haven't had a discussion on establishing norms, you might want to recommend that they do so. Michele noted that most committees have established norms but it should be reviewed every semester especially with the rotation of committee members. Bryan added that one of the previous norms that has been established was that there is no rank in the room which allows free flow conversations. This is important for classified professionals to understand. All ideas and questions are welcomed. If you are in the room with your boss, good leaders will welcome your input.

Pat stated that one of the experiences she has had regarding norms was how we are doing in a Zoom room. It was suggested establishing norms and best practices being in a remote conference (such as video on/off, mute).

Governance overview:

What is participatory governance? It includes participation, dialogue, and valued outputs. The handbook is currently being reviewed and updated by committees. Michele

encouraged members to become familiar with the purpose and responsibilities of the committees.

The Grossmont governance model includes one College Council (apex) and 7 committees. All recommendations are funneled through College Council and from there, the recommendation goes to the President. It was also noted that co-chairs of committees rotate annually between faculty and staff.

Bryan stated that we have one council and actually nine committees which includes two prioritization committees under the Staffing committee. Prior to this structure, we had like 33 different committees. When we looked at how we were going to do committees again, we wanted a simple layout and focused on areas we felt the college needed. Those governance committees are: the Budget committee, Facilities committee, Planning and Institutional Effectiveness committee, Staffing committee which oversees the Classified Prioritization committee and Faculty Prioritization committee, Student Success and Equity committee, and Technology committee. These committees look at long term needs and Bryan reviewed what that entailed for each committee. He also noted that there is an open seat for the Student Success and Equity committee as well as Staffing committee. If anyone is interested in serving on one of these committees, please contact the eBoard. He also added that in addition to the governance committees, we also have operational committees that is lead more by the VP or dean of the area. It was reiterated that all recommendations go to College Council which are then recommended to the president/president's cabinet. The president then submits in writing to College Council on whether the recommendation was approved or denied.

As College Council has been referenced as the apex council, it was clarified that apex means that all information flows to the top. The VP is the convener for College Council and a non-voting member. Once a recommendation gets to the president, it has been well vetted through the governance committees. Cindy added that we have been doing this governance work for the last couple of years. Members on these committees are doing the hard work of communicating the information from their committees back to classified professionals.

Rules, Tools and Roles

Rochelle noted that this goes back to how we conduct business in these meetings. We talked about these when we built the governance hoping we can have collegial, honest conversations to get us to a place that we make good

decisions. We are keeping students at the heart of the process but also having conversations with opposing views and coming up with the best possible outcomes. Cindy noted that this speaks to the no rank in the room. Clearly there is always a power base when we enter a room. She acknowledged that we, as classified professionals, may have a disagreement in governance and may feel a bit insecure; however this is a practice that has been decided by the college. She encouraged everyone to speak up, join a committee, and understand the importance of your voice. She encouraged staff to ask questions when you don't understand and speak out when you need to make a comment. It is our responsibility to help the college grow. Michele added that people need to know what their committee is responsible for and members need to support the group's recommendation. Rochelle noted that as you enter in the committee meetings this fall, it was suggested having the committees review their charge. This is a good practice as it brings focus to the work they are doing as well as providing a reminder for all participants on committee.

Bryan stated that the whole idea is for the committees to each consensus. There will be some disagreements but the model will ensure that everyone in the room feels okay to move forward. If not, they have to hear the dissenting opinions. It's consensus that is trying to be reached and is not based on a majority. Rochelle noted that members will need to support the recommendations and not undermine it as it has gone through the proper process. Bryan also noted that classified members do not have to vote as a group; each member gets their individual vote.

Roundtable

1. Why are you participating on a committee?
2. What do you hope to learn?
3. What are your questions about your role?

Why are you participating on a committee?

- I want to be in the room to see how decisions are made.
- I want to bring the info back to my division – but also to the Classified Senate.
- Being a part of it, I understand what's going on more at the college than general. It helps me stay informed and to feel like I have a place where I can ask questions to all groups, and it helps build confidence.
- Being able to see the broad overview is helpful to understand and engage in the work we are doing. There are processes in everything we do, and the more you participate, the more comfortable you become. This also

helps us navigate the rank in the room as you don't feel uncomfortable speaking out.

- As a classified professional, it's important that our perspective is in there and being heard for our constituency for the betterment of the college.

Your Role – Constituency representative

Michele stated that when she first joined a governance committee, she was unprepared and did not know what to listen for, or what information needed to be brought back to the constituency group. It can be daunting at first but we are working on training and will continue to dive deep on how classified sit and serve on these committees and represent our voices. Cindy noted that a sheet was provided to members that included thinking points to help committee members navigate through this process. Some thinking points: What information do you want to bring back to Senate? What is relevant for classified professionals to know? Does the information impact classified professionals? Where is the classified voice in the decision that is being made? What do we need to serve our students? What is the position of Classified Senate? It was reminded that we are not on committees representing our departments; we are there to represent classified professionals. Michele added that if you do serve on committees, they will be asked to share out at Senate meetings. That is how we get the information flow going and how you will learn what classified professionals want if there will be a vote coming up.

Proxy Representative

A proxy is someone who represents you at the committee meeting when you can't attend. The proxy and committee members are responsible for understanding what is happening at the meetings. A committee member can contact the eBoard to find a proxy. Michele noted that we are also assigning proxies to every committee so we have someone lined up. Cindy noted that it would be a great benefit to have a regular proxy. It is also important that the committee members share with their proxy what any updates from the committee so they are well versed. It was also suggested that the proxy also attends the meetings on a regular basis. If you would like to serve as a proxy, please reach out to eBoard.

Communication Flow

Michele stated that we are working on our communication plan which needs to be updated. Rochelle indicated that the eBoard will be putting together a date timeline for committee report outs so you know when it's your turn to report out at the Senate meetings. Our goal is to rotate the report outs after the governance committee meets. The communication

plan is a way to disseminate information to those who are not attending Senate meetings. Alexis added that for those who are serving on a committee, it was suggested having the committee summarize what information they want members to take back to their constituency groups.

Michele stated that we will revisit this training in hopes to catch other members. In the meantime, there is a governance training on September 10th, and all members were encouraged to attend. You do not have to be a seated member of a committee to attend.

Announcement

Joel stated that he and Lisa will be sending an email with potential meeting times for the book club. This year, it will be books that have been turned into movies. If you want to join, please reach out to Joel or Lisa. Rochelle added that she shared this information with the Academic Senate officers and they loved that idea.

Michele stated that we just finished up the antiracist study on “How to be an Antiracist” and we have voted on the next book which is “The Sum of Us: What Racism Costs Everyone and How We Can Prosper Together” by Heather McGhee. We will have our first discussion in a couple of weeks. If you are interested in joining, email the eBoard or Cindy Emerson who is the lead.

Next Classified Senate Meeting is Friday, September 17, 2021 @1:30pm-3:00pm

[Visit the Classified Senate Website Here](#)

**Classified Senate Antiracist Book Study, Wednesdays at 4:00 pm
All are welcome!**

[Click for Antiracist Book Study](#)