

GROSSMONT COLLEGE
Classified Senate
Friday, October 15, 2021
1:30 pm – 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 Lytle Brown	<input checked="" type="checkbox"/> Joel Bakker
<input checked="" type="checkbox"/> Rochelle Weiser-Vice President	<input checked="" 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 checked="" type="checkbox"/> Kirstyn Verdugo-Treasurer	<input checked="" type="checkbox"/> Dana Mints	<input checked="" type="checkbox"/> Ruth Ramirez Ruiz
<input type="checkbox"/> Cindy Emerson-Past President	<input checked="" type="checkbox"/> Danielle Feliciano	<input 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: Alison Haertjens Debora Curry Debora Hanssen Janice Fischer Jeanine Spraul Jeannette Irvin Kathleen Flynn Kelly Jackson		

Routine Business	
1. Welcome	Michele welcomed the group and thanked the eBoard for filling in during her absence. She also welcomed Debora Hanssen to the Senate meeting. Debora was recently hired in AOJ.
2. Public Comment	No public comments were made.
3. Additions/Deletions to Agenda	There were no additions or deletions to the agenda.
4. Approval of 10/1/21 meeting minutes	The 10/1/21 meeting notes were unanimously approved.

5. President's Report	<p>Michele reported that we have filled every seat for classified professionals on all governance committees. She noted that when we do callouts for hiring committees or governance committees, we have a team set aside in case there are more applicants than seats available to review the rubric and rate people's responses. We had a lot of callouts recently with one receiving more responses than available seats. When we receive the right number of applicants for a callout, the team does not meet. We are working with Cuyamaca and District on a standardized form and to streamline the process. In reference to the call out for the search committee for the dean of ALC, Bryan asked how much time other constituent groups were given to fill the seats. Rochelle responded that we followed Academic Senate's aggressive timeline. Michele added that it's been her experience that all constituent groups receive the notice at the same time.</p>
For Discussion	
6. Governance Committee Handbook Review	<p>Rochelle asked if there were any comments or feedback on the governance handbook noting that those on governance committees should currently be reviewing the handbook. She learned that faculty are asking for more seats on committees. Michele also added that she has heard faculty are asking for more seats than other constituent groups. When it was questioned on how committees were setup, Rochelle spoke up in that particular meeting since she served on GOSC, noting that it was important that all groups have equal number of seats at the table. Classified holds a unique perspective; students hold a unique perspective. Each of us should be looking at issues with a student-centered focus and not just by a department or division. Faculty are having trouble communicating and therefore feel the need to increase the number of seats at the table to help with that process. It was emphasized that we all should be participating equally. Classified professionals are often the first contact for students, and it is important to have our perspective heard.</p> <p>For the president's board report, Rochelle noted that we filled all seats in our governance committees and that we developed a rotating committee report out at senate meetings to share what was discussed.</p>
New Business	
7. 4CS: Classified Professionals Needs Assessment	<p>Bernadette reported that the California Community College's Chancellor's Office, in partnership with the California Community Colleges Classified Senate (4CS) invited all classified professionals to complete a needs assessment to gauge professional development needs related to diversity, equity, and inclusion (DEI). She noted that the survey closes on November 5th and encouraged all to participate. Rochelle emphasized that this is a statewide survey from the state chancellor's office which shows the importance of professional development for classified professionals. Michele</p>

also noted that we did a districtwide survey on professional development and Katie Cabral at Cuyamaca College is compiling that data. This was in response to the money that the district received from the state (\$78,001) for classified professionals to receive professional development.

8. Mental Health Awareness
(2:00PM)

Health and Wellness – Elaine Adlam

Elaine reported that we had 50 positive cases since August 16th. She receives a lot of questions on whether positive cases were on or off campus but that is difficult to predict. We have had no outbreaks which is three cases or more within a week.

Elaine reviewed the process for contact tracing which begins with case investigation by contacting the student directly. It's reported to student health either through the results from COVID testing or from reports on our student health website. They ask the students to isolate for 10 days after their test or symptoms. Then, the student tries to recall everyone they had close contact with and ask them to notify them. As for classrooms, student health notifies the classroom(s) that are impacted. The notification letter asks them to sign in the medical record portal which asks the same questions as the daily checklist for coming into work. This helps provide Student Health information on who is showing symptoms. Student Health then provides connections to support services while a person is isolating. Contact tracing is the process the health office uses to work with people who have been in close contact with someone who has COVID.

How to report an exposure:

If an employee has been exposed to COVID, they need to contact Cheryl Detwiler in HR. Cheryl will also reach out to those who have been in close contact with someone who tested positive. Students should report positive cases on the website as it makes it easier to gather the data electronically. The link is provided on the landing page.

Mitigating COVID:

- Get vaccinated
- Wash hands
- Wear masks
- Social distance

According to the repopulation plan, masks must be worn indoors unless you are in an office with a door. You do not have to wear a mask outside unless you can't distance. Elaine noted that everyone should have had their workspace assessed and setup so social distancing can happen. If not, please speak with your supervisor.

Questions can be directed to Elaine Adlam, Michele McCurdy, or Pauline Palmer. Elaine's direct number is x7194 or email: grossmont.health@gcccd.edu

Michele stated that a faculty member was concerned about students testing positive in their class and whether they would know the name of the student. Elaine stated that due to HIPPA, names are not shared. She added that they send notifications to faculty that are similar to discipline letters; they have sent 1500 since August 16th.

Mental Health - Matthew Ring

Matthew acknowledged Elaine for her work as she continues to juggle public safety and protective health information. He also acknowledged the fact that people are afraid, especially as we talk about reentry to civilian life. Navigating this can be tricky and cause stress. How do we handle stress? He stated that if you are uncomfortable with something, you need to be free to say something. When students don't understand the process, they often get transferred back to classified staff, for example, in A&R, as students are being dropped for not getting tested. He noted that he is a huge proponent for self-care. We need to maintain balance. Things that can help with that include exercise, mental stimulation (e.g. reading, puzzles), and meditation. He stated Student Health offers meditations at 1:00PM Mondays through Thursdays. If we do not take care of ourselves, we will burn out.

Matthew stated that they generally do not see faculty and staff for therapy however if anyone is struggling, he encouraged them to reach out to him. He is more than happy to help through the process.

Michele asked if we have anything in the works for how we are going to help students when they return in January. Matthew stated that they should be referred to Student Health and Wellness. They will offer distance and in person therapy in the spring. Julie and Matthew will be on campus seeing students and adjuncts will be doing teletherapy. They do have evening hours which will likely continue to be virtual. Having the office open in the evening is difficult because of staffing. They will also be offering stress workshops and encouraged students to participate. Also, the midday meditation will still occur in the spring.

Michele noted that there are people in her division that are not looking forward to coming back to campus. The main reason for that is that they have someone at home with a compromised immune system. She encouraged those who are struggling to reach out to their union rep and share their concerns.

Alexis asked where she should send students who have concerns about coming back to class. Michele suggested that they speak with ASGC. Rochelle added that they can also talk to the student trustee. Kelly also suggested reaching out to the chair or dean as they can see what other classes are

available. Ruth added that they are also looking to push back scheduling as they are still trying to figure out which classes will be online and which classes will be in person. Kelly noted that ERT classes are ending so only DE approved classes can be offered online.

Rochelle stated that at the planning workshop scheduled at the end of this month, we will be looking at our five-year strategic plan and noted that these topics are important to discuss and encouraged people to participate.

9. Committee Report outs:
- College Council

 - Budget Committee

 - Facilities Committee

 - Student Success and Equity Committee

College Council
 Diana Barajas stated that the council members were to review the governance handbook and bring feedback to the October 28th meeting. They will also be getting feedback from the other governance committees as well. They went over their meeting norms again. They also received an accreditation update from the president. Everything has to be ready by February 2022 as the site visit is scheduled in March. College Council also reviewed strategic hires.

Budget Committee
 Ruth stated they went over the quarterly report which she can send out once she receives a copy. There was a significant increase in student overpayments and the assumption was it was due to COVID drops but it wasn't confirmed. They went over the handbook and looked at other colleges that were multi-district with similar enrollments. Berkley stood out as their budget committee has a component that is based on student success. From their budget committee's charge, it looks like resource requests were targeted towards categorical funds. Also their committee, which was actually a council, makes recommendations for expenditures of funds. Our budget committee is also reviewing the handbook and looking at the purpose as currently, they just receive information and never make recommendations to College Council.

Facilities Committee
 Rochelle stated they talked about the governance survey as well as provided input on the handbook. They went over the construction update. The college will be getting solar panels by the tennis courts and in parking lot 1. We will continue to have construction on campus. The village will remain, but they are looking into adding a couple of modular buildings by PVAC because of construction. We will also be losing some parking spaces due to construction. They felt like parking will be better after the first three weeks.

Student Success and Equity Committee
 Bernadette stated that she was a proxy for Michele who was unable to attend. Victoria Rodriguez gave a preview of the external and internal environmental scan which will inform our

	<p>2022-28 strategic plan. This will also be shared at the upcoming two strategic planning workshops. The new Equity Plan is due in 2022 and they were looking for volunteers from the committee to partner with PIEC on this effort. The committee also went into five breakout sessions and reviewed five other college's committee charges for observations on similarities and differences. Lastly, the committee is continuing to review their purpose and responsibilities.</p>
10. Other	<p>Joel stated the book club will be starting up again on November 10th at 2:00PM. The selected book is "Death on the Nile". If you are interested in participating, please email Joel or Lisa.</p>

Next Classified Senate Meeting is Friday, October 29, 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](#)