

GROSSMONT COLLEGE
Classified Senate
Friday, March 17, 2023
1:30 pm – 3:00 pm
Griffin Gate and Zoom

<https://us06web.zoom.us/j/83151959817>

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 e-Board

EXECUTIVE OFFICERS
<input checked="" type="checkbox"/> Michele Martens-President
<input checked="" type="checkbox"/> Rochelle Weiser-Vice President
<input checked="" type="checkbox"/> Bernadette Black-Secretary
<input checked="" type="checkbox"/> Graylin Clavell – Interim Treasurer
<input checked="" type="checkbox"/> Cindy Emerson-Past President

2022-2024 Classified Senate

SENATORS	SENATORS	SENATORS
<input checked="" type="checkbox"/> Andrew Hellier	<input type="checkbox"/> Debora Curry	<input type="checkbox"/> Lisa Brlas
<input checked="" type="checkbox"/> Bryan Lam	<input checked="" type="checkbox"/> Janet Shipstead	<input type="checkbox"/> Ryan Cline
<input type="checkbox"/> Chad Deitchman	<input checked="" type="checkbox"/> Janice Fischer	<input checked="" type="checkbox"/> Steve Miller
<input checked="" type="checkbox"/> Dawn Heuft	<input checked="" type="checkbox"/> Juliana Bertin	<input checked="" type="checkbox"/> Theresa Apodaca
<input checked="" type="checkbox"/> Diana Barajas	<input checked="" type="checkbox"/> Karla Garcia	
Guest: Bill Rapolla Carol Rapolla Illiana Garcia Monique Flores Pearl Lopez Stefanie Beason Debora Hanssen		

Routine Business

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1. Welcome	Michele welcomed everyone to the meeting.
2. Public Comments	<p>Janet Shipstead noted she attended the last book club session and there were only three people in attendance. She encouraged others to participate.</p> <p>Janet asked about the status of 4/10s during the summer. It was confirmed that 4/10s will continue in the summer starting June 12th. Come fall, the college is scheduled to go back to their regular 5/8 work schedule.</p> <p>She also inquired about how the two substitutes in the library were pushed through for permanent hire. It was noted that these people were in out of class for more than two years, and because of that, they became permanent positions.</p>
3. Approval of 3/3/23 Meeting Minutes	The meeting notes from March 3 rd were approved.
4. Committee Report Outs <ul style="list-style-type: none">• College Council• Budget• Facilities• Student Success and Equity	<p><u>College Council</u> Michele Martens, Cindy Emerson, Elaine Adlam, Diana Barajas</p> <p>Cindy stated there was a presentation on the governance handbook updates. We can invite Wayne Branker to do that presentation if interested. Joan acted as the Convener in the Convener's absence. The updated handbook was emailed to everyone and all were encouraged to provide feedback. Bryan added they reviewed 13 strategic hires. The Council also reviewed the Classified Staffing prioritization list which were separated into two lists – one for FMO positions and the second one for all other positions. Bryan asked that the prioritization list be sent out with the notes. There was discussion at College Council about training for chairs and committee members. Michele added that she was part of the team that did some editing for the introductory part of the handbook and College Council roles and responsibilities, and what became clear was that everything we need to do to be successful at this process is in our handbook, however, very few people are reading it and following what it says. It was also suggested meeting with the student members to tell them what governance is about before they have their first meeting.</p> <p>FON also came up at College Council. FON is the faculty obligation number in which is mandated by the state to determine how many faculty the college must have to be productive. There were four more additional faculty members added to hire – CalWORKs counselor, Athletics counselor, Philosophy, and Justice Scholars counselor. There was a lot of discussion about FON as frustration was shared that more faculty are being hired when classified professionals are short staffed.</p> <p><u>Budget Committee</u> Janet Shipstead, Juliana Bertin, Dawn Heuft</p> <p>Dawn noted that, as co-chair, she had a discussion with the Vice Presidents and President to have better communication. She noted that she's happy with the forward progress and more consistent meetings. The college has hired a consultant to serve in the VPAS role until the position is filled. They elected to cancel</p>

	<p>this month's meeting as the consultant was just brought on. A senator asked about the consultant and his role as there has been no message from the college about a consultant being hired. It would be helpful that information be provided from the college on the status of major operations for transparency. Communication was one of the issues that was addressed in our meeting with the PRT.</p> <p><u>Facilities Committee</u> Rochelle Weiser, Chad Deitchman Rochelle stated she will meet with Chad and submit a brief summary to include in the notes.</p> <p><u>Student Success and Equity Committee</u> Michele Martens, Andrew Hellier, Janet Shipstead Janet Shipstead stated there was low attendance at the meeting as several people were at a conference. Dr. Ahrens presented on KPIs. They are also working on the exit interview and how it will be delivered to students.</p>
<p>4. President's Report</p>	<p>Michele introduced Carly Gutierrez, the new Library Technician II. Another Library Technician II will start next week.</p> <p>The college applied for IEPI funds to help with operational excellence. Our IEPI plan has officially been submitted. Michele noted one of the goals is to create manuals for positions so one is available when new people are hired.</p> <p>Michele stated that at the last Senate meeting, she talked about the changes for constituent groups at governing board meeting which included written reports rather than verbal reports. She corrected the fact that these reports are attached to the Governing Board agenda so everyone will be able to read them. Michele added that we can still highlight something in the report or bring forward an issue during public comments.</p> <p>Pearl talked about the Student of Note ceremony which started back in 1991. The ceremony is an end of the year event to recognize students who have been nominated by classified professionals, faculty, and administrators for overcoming their obstacles and graduating and/or transferring this year. The last ceremony was pre-COVID and they would like to bring it back. Pearl asked for assistance for this event as there is a lot of work involved. Assistance is needed with the RSVP list of nominations, working with Graphics on the program, setup and takedown. Sharon Sampson will help out with decorations and Stephen Harvey offered to help take pictures. Tenille Venard will help with the graduation list so we can see who we want to nominate. At the end of the ceremony, the mic is opened up to the students if they want to speak. The president offered a \$3,000 budget for the event. The event is scheduled on May 19th from 5:00pm-7:00pm. Those who volunteered included Janet Shipstead, Theresa Apodaca, Diana Barajas, Juliana Bertin, and Carly Gutierrez. Pearl thanked everyone for their assistance.</p>
<p>For Discussion</p>	
<p>5. Governance Committees:</p> <ul style="list-style-type: none"> • Proxy for Student Success and Equity 	<p>Michele stated a proxy is still needed for Student Success and Equity committee which meets the first Thursdays from 2:00-3:30pm. Carly Gutierrez volunteered to serve as proxy.</p>

<ul style="list-style-type: none"> Rep for Technology Committee 	<p>Michel stated we need a full-time rep for the Technology committee which meets the fourth Mondays from 11:00-12:30pm. Karla Garcia offered to serve as that rep.</p>
<p>6. Search Committees</p>	<p>Michele stated there are 13 open search committees in need of classified professionals' reps and emphasized the importance of having our voice on these search committees. It was noted that classified search committees now require two classified reps, and faculty search committees require at least one classified rep. A classified EEO rep does not count as the second rep on a committee. Any time the search committee chair does not have the number of constituents needed they have to fill out an exemption form. Members will need to have gone through the HIRE training in order to serve on a search committee, which can be done anytime before the committee starts reviewing applications.</p>
<p>For Information</p>	
<p>7. Spring Break Social – March 27th, 2:00-3:00pm</p>	<p>The Spring Break Social will be hosted by Dr. Victoria Rodriguez. on March 27th from 2:00-3:00PM in Griffin Gate. Please register in advance here. Michele will ask President Whisenhunt to ask managers and supervisors to encourage their classified professionals to attend. Graylin acknowledged Victoria for her support of classified.</p>
<p>8. THRIVE Community Event – April 6, 5:00pm-7:00pm</p>	<p>The Griffin THRIVE community event is scheduled for all employees on April 6th from 5:00PM-7:00PM at Casa de Pico. All were encouraged to attend. Please register here: THRIVE Community Event - Spring 2023 (google.com)</p>
<p>9. Annual Planning Forum - April 14</p>	<p>The Annual Planning Forum is scheduled for April 14th from 8:30am-12:00pm in Griffin Gate. Everyone is invited to attend. Please register here: 2023 Grossmont Annual College Planning Forum (google.com)</p>
<p>10. CCC LGBTQ+ Summit – April 19-20</p>	<p>Dr. Victoria Rodriguez is sponsoring 10 faculty, 10 classified professionals, and 10 administrators to attend the virtual CCC LGBTQ+ Summit. Please sign up if interested.</p>
<p>11. Professional Development Funding</p>	<p>There is professional development funding available for all to apply for. The total is \$500 which can be used for any type of professional development training or travel.</p>
<p>12. CLI</p>	<p>Funding has been approved to send 5 classified professionals to CLI and 7 people were interested. Michele is waiting for confirmation from the President if she will approve additional funding for all seven classified professionals to attend.</p>
<p style="text-align: center;">Next Classified Senate Meeting: Friday, April 7, 2023 @ 1:30-3:00, Griffin Gate / Zoom</p> <p style="text-align: center;">Visit the Classified Senate Website Here</p> <p style="text-align: center;">CLASSIFIED PROFESSIONAL BOOK CLUB: Next book is The Midnight Library by Matt Haig Discussion will be on Friday, May 12, 1:30-2:30 via zoom:</p> <p style="text-align: center;">Book Club Zoom Link</p> <p style="text-align: center;">Need help getting a copy or have questions, please email lisa.brlas@gccd.edu.</p>	