

Classified Senate

Meeting Notes

October 3, 2023

Classified senate met on Tuesday, October 3 on zoom. President, Adriana Garcia called the meeting to order at 2:05 PM.

For the icebreaker, attendees introduced themselves and listed their pronouns and a favorite thing that happened to them recently.

Adriana enumerated the classified senate committees and unfilled senator positions that need volunteers. They include:

1. Professional Development Committee - 1 year
2. Equity, Inclusion and Recognition Committee - 1 year
3. Mentorship and Advisory Group - 1 year
4. Elections - 1 year
5. Classified Senate President-Elect (July 1, 2023 - June 30, 2024)
6. Treasurer (July 1, 2023 - June 30, 2024)
7. Senator Designee - Planning & Budgeting Area of Focus - 2 Year Term; (July 1, 2023 - June 30, 2025) 2 seats available
8. Senator Designee - Operational & Facilities Area of Focus - 2 Year Term; (July 1, 2023 - June 30, 2025) 3 Seats Available
9. Senator Designee - Equity and Engagement - 2 Year Term; (July 1, 2023 - June 30, 2025) 2 Seats Available
10. Senator Designee - Student Services and Technology - 2 Year Term; (July 1, 2023 - June 30, 2025) 2 Seats Available
11. Dining Services RFP Committee - 1 year
12. Campus Facilities Committee - 1 year
13. Campus Center Advisory Board - 1 year
14. Police Advisory Committee- 1 year
15. Classified Tri Chair for Budget Advisory committee
16. District budget advisory committee
17. Guided pathways
18. Caring Campus
19. RAPP
20. Tech Committee
21. SLO Steering Committee
22. Human Resources Advisory Committee
23. District Budget advisory task force

24. District Diversity and Equity Advisory Committee
25. De Anza's Equity Advisory committee
26. Art on Campus Advisory committee
27. Chancellor's Advisory Council
28. College Council
29. DASG
30. Board of Trustees representative

There was some discussion about the time commitment each role entailed.

Sushini nominated herself for Rapp and Dennis Shannakian and Vins Chacko are nominated for Dining Services RFP Committee. Dennis is also nominated for tech committee and Debee for campus facilities. All nominations were accepted but not voted on until the next meeting.

Attendees were encouraged to send more nominations to the business email address:
classifiedsenate@deanza.edu

Debee reported on the previous Friday's brainstorming session to collect ideas for growing senate membership and attendance.

Dennis explained that the dining services RFP committee was hoping the nominations for representatives would occur today because they are eager to start. However, Adriana felt that the entire classified staff needed a chance to come forward with nominations before a vote could occur. Adriana will explain this to Pam Gray, the committee chair.

Adriana reported the deadline to fill out the survey listing the hours of classified participation in shared governance for 2022-2023 would be extended until October 10. Currently 39 have filled it out but she hopes to have 50 responses, which would be 20 per cent of classified employees. She asks that attendees share this survey with co-workers in order to gather accurate data about classified participation.

Juan reported that revisions were made to the bylaws, and they will be emailed to classified staff for review and will be voted on at the October 24th meeting.

Debee reported the final draft of the ISER (Institutional self-evaluation study document for accreditation) is available for classified to review and its acceptance will also be voted on in the October 24 meeting.

Adriana gave space for anyone who wanted to share resources to speak about them -- resources that could help serve students better and/or be more effective in this work.

She then asked for feedback on last week's icebreaker about what people need from a team environment and got a few more ideas.

Adriana has a few speakers lined up for future meetings, including a panel of dining services staff to talk about their experiences and the possibility of having the service outsourced.

Adriana also said she has to re-draft the CSCA resolution for the board of directors' agenda as it requires the use of very specific language.

Tomorrow an email will go out summarizing the current requests for representation and links to relevant pages and surveys. She also displayed the academic calendar for feedback which will also be included in that update email.

There was discussion about creating a shared internet calendar that will automatically be available to everyone subscribing to it. The previous calendar went defunct when the office 365 and outlook calendar integration was updated.

There is still a need for people to assist Claudia in planning a welcome event.

Debee asked for clarification about why the senate used Sharepoint since academic senate and other shared governance groups tended to use their web page to keep the campus updated. It was decided Sharepoint would continue to be used for internal documents that were not ready or necessary to share with the wider campus community.

There were a few committees reports though most have not yet met. Debee gave a long report on academic senate.

The meeting adjourned at 3:05 PM with affirmations of thanks for everyone's hard work.

Links Mentioned in the chat

Meeting Agenda And Notes:

https://foothilldeanza-my.sharepoint.com/:w:/g/personal/11250797_fhda_edu/EYNtZNnYTD5Ijx5vywxxGi4BWdd17N7v91He5SQCXyn1rg?e=p8ZWqV

Previous (Sept 26) meeting agenda and minutes:

<https://deanza.edu/gov/classifiedsenate/meetings/2023-09-26.html>

Current Classified Senate Bylaws (under review)

https://www.deanza.edu/gov/classifiedsenate/documents/CS_BYLAWS_CONSTITUTION_2023-edit_v1.pdf

Classified Staff Committee Participation Survey (for all to fill out)

<https://www.surveymonkey.com/r/staffcommittee>

ISER draft for classified to review:

<https://www.deanza.edu/accreditation/2023-iser-1.html#drafts>

Senate calendar

https://foothilldeanza-my.sharepoint.com/:w:/r/personal/11250797_fhda_edu/_layouts/15/D

[oc.aspx?sourcedoc=%7B2710F55E-053D-4E68-8C21-F24958745B76%7D&file=CS%20Academic%20Calendar%202023-%202024%20\(12%20month\)%20Draft%201%20June%202023.docx&action=default&mobileredirect=true](oc.aspx?sourcedoc=%7B2710F55E-053D-4E68-8C21-F24958745B76%7D&file=CS%20Academic%20Calendar%202023-%202024%20(12%20month)%20Draft%201%20June%202023.docx&action=default&mobileredirect=true)