

**CLASSIFIED SENATE
MEETING MINUTES**

Wednesday, March 04, 2020

10:00 a.m. – 11:30 a.m.

Room: C-217

Attendees: Richshell Allen, Miranda Zamudio, Hugo Vasquez, Denise Jaramillo Mejia, Eamon Conklin, Grace Scharler, Karol Lu, Lindsey Reed, Monica L. Palacios

Absent: Ernesto Partida, Maria Bustamante, Yajaira De La Paz, Jessica Farfan Oseguera, Jonathan Lim,

Guest: David Colley

1) Call to Order: 10:09 a.m.

2) Approval of Senate Minutes February 05, 2020

MOTION to approve minutes Eamon Conklin; second Lindsey Reed; all in favor; no opposed; no abstentions.

3) Old Business, Discussion, Possible Action:

- a) **Use of Senate Office:** At previous Presidents meeting Dr. Endrijonas expressed intention to repurpose C244 Classified Senate office for new Superintendent President Assistant Alexander Boekelheide. Currently there is no date of eviction for Classified Senate. Currently the Senate office will remain till a suitable location on Campus is found to relocate Classified Senate.

4) New Business, Discussion, and Possible Action

a) **Swearing in Monica Palacios**

- **Motion to approve Miranda Zamudio; second Grace Scharler**

b) **David Colley- Discussion of Classified Day**

- **Update on plans involving Classified Day Venues include; University Club;** Prices are low for venue and would allow for room in regards to food prices despite there being steep. Final total for venue and food alone 10,000
- **San Gabriel Church-** Venue would cost 2,000 and food can be brought in by choice of vendor. This option would significantly free up funds. **Hope Café' is considered for food venue.**
- **Huntington-** not available on selected date
- **Keynote-** Multiple factors around selection. 1st Theme for Classified Day "Student Ready Classified Employees." 2nd Currently discussion is in place to incorporate a Classified Employee Book Club. Finally, the Majority of students are Latin X, the intention of the current potential Keynote helps Classified Staff to reflect on common student fabric and culture of the student body. Sonya is a national recognized journalist who published Enrique's Journey.
- **David Colley- Educational Master Plan Presentation-**
- **Strategic Planning-** Over past year efforts have been in process to redo Pasadena City College Educational Master Plan. Currently a 230 page document. SCUP was created to improve strategic planning on Campus. Five things make up plan.
- Mission; Environmental Scan; Planning team; Common vocabulary; Communication plan
- Currently Mission as well as environmental plan have been completed. Dr. Endrijonas saw core of new EMP as PCCS local goal that aligns us the Chancellors office views for success.

Strategic planning group was broken into five teams and given one specific goal of the 5. Distilling them into a MATRIX. Draft will be going to Board this March for approval.

- Matrix Vs. Outline Goal 1; Strategy, strategy etc. Die to nature for success and their interconnectedness- institutional priorities to direct new mission. Levels of planning Goal Completion; Workforce Development; Strategy- Tactic is action items which are taken specifically by department of division to carry out or address strategy, these are not part of the EMP but are essential to its achieving goals.

c) Report from meeting with Dr. Endrijonas

- Spoke about Hiring Committee Practices. Many of the concerns addressed were met with the assurance that Bob Blizinski and her were working on the issues. Classified Senate offered to host a discussion for the staff to discuss these issues at an event. There is no formal response at this time but it is open.

d) Spring General Meeting

- Classified Senate Meeting will be held April 14th during spring break; for spring General meeting ensue discussion at future meetings regarding date to hold and form Committee. Possibly hold Classified Meet and Greet during Spring Break.

e) Board Meeting Time- Tabled

f) MOU the District and Faculty Association- Line 18.2e

- Faculty Associated MOU on Rehiring Rights was approved by the Board and ranks rehire rights by Seniority however, new line says "Classified Employees and Managers may not be placed on priority lists." This will remove those Classified and Managers currently teaching from receiving Faculty positions. Dr. Endrijonas specifically expressed sentiments opposing the removal of Classified from teaching positions. The issue may need to be brought to the CFT. Currently the FA has been notified and will be meeting with the District Friday March 6th.

g) 2020 Classified Employee of the year

- Chancellor's office is hosting employee of the year awards through the Classified Senates. One Classified Staff member who is nominated by the Classified Senate from all College in the North will be chosen and 1 from colleges in the South. Pasadena City College would like to participate in these efforts. There will be an email sent to all staff with instructions for nominations.

5) Special Reports:

- President's Report:** Opportunities are available for presentations to be held at CLI. If Classified Senate would like to participate we would need to send in our intent to do so by March 15th 2020. Attended North South Classified Conference February 27th, 2020. Major issues involved Release time and funds allocated from Chancellors office.
- Vice President's Report:** Preparing for nominations in April
- Treasurer's Report:** Fundraiser drew in \$384 for T&A account. Current standing is 1,037.35. Classified Senate should give out 1-2 Scholarships and begin screening. Still have outstanding charges bookstore, Panera, and \$44 dollars for envelopes from 18-19 year.
- Board of Trustees Report:** Board is interviewing new contracts for food services at PCC. And PPC currently in good financial standing. Pale grants up 26%

5) Audience Participation and Announcements: None

MOTION to adjourn Miranda Zamudio; Second Grace Scharler no discussion

Adjourn: 11:31am