



Pasadena City College Classified Senate

August 5, 2020

10:00 am – 11:30 am

Zoom Meeting

<https://cccconfer.zoom.us/j/94677512131>

AGENDA

- Ernesto Partida **Present**
President
- Monica Palacios **Present**
Vice President
- Lindsey Reed **Present**
Secretary
- Shelita Gutter **Present**
Treasurer
- Felisia Mitchell **Present**
Parliamentarian
- Denise Jaramillo Mejia **Absent**
Board of Trustees Representative
- Maria Bustamante **Present**
Senator
- Grace Scharler **Absent**
Senator
- Karol Lu **Present**
Senator
- Richshell Allen **Present**
Senator
- Hugo Vasquez **Absent**
Senator
- Jonathan Lim **Present**
Senator

- 1) Call to Order **10:07**
- 2) Approval of Minutes for July 15, 2020 **Approved with correction of Karol Lu in attendance on 7/15. M/S L. Reed/M. Bustamante**
- 3) Old Business, Discussion, Possible Action
 - a. Standing Committees Update

E. Partida has been contacting classified members of standing committees to see if they want to continue or if we need to find someone else to sit on those committees. Committee seats must be filled by August 21st. M. Bustamante would like to remain on College Council. F. Mitchell would like to join Health and Safety.
E. Partida appointed himself and Carrie Afuso in Student Life to the hiring committee for the Chief Diversity Officer. E. Partida is looking for a staff member to sit on the hiring committee for an Accountant. Must be EEO trained. M. Palacios volunteered to be on the committee for the Accountant.
- 4) New Business, Discussion, and Possible Action
 - a. Board Retreat

Board Retreat has been finalized for Friday, August 7th from 11:00-12:30. Board will use this time to set goals and plan for the year.
 - b. Meeting w/ President Recap

Meeting with the President went well. E. Partida reported that classified employees will be required to be tested for COVID moving forward if working on campus.
 - c. Senate Goals overview

E. Partida is reviewing some goals found in Senate archives for the board to adopt. He would like the board to have milestones throughout the year. This year, a goal he has is being innovative and creative as we raise funds for the scholarship.

d. Senator Numbers

We currently have 12 senators and we have room for up to 18. There is space to increase the number of senators. E. Partida encouraged us to reach out to other classified staff to see if they're interested in being involved.

Technology Needs

Classified Senate email has been consolidated and attached to approved individual's email addresses. E. Partida will be working on getting everyone access to the W Drive so we can access archives of documents. He also plans to go check on the physical office for the Senate and see if there is anything we need to get from the office.

5) Special Reports

a. President's Report

E. Partida attended the A2MEND conference and brought back some information regarding creating a conscious and inclusive campus culture. He would like to share some of this through professional development and he is working with Jason Robinson to incorporate this into Flex Day and other professional development opportunities.

b. Vice President' Report

No report.

c. Treasurer's Report

S. Gutter has been in touch with Student Business Services and they will be sending her a signature card in August. She received instructions on how to complete requisitions online, and the balance in SBS is \$1,037.35. She received instructions from the Foundation on how to access that account. The balance in the Foundation is \$4,916.20. Her questions for E. Partida are: 1. What expenditures do we pay out of each account?

2. What are our normal expenses for Classified Senate?

M. Bustamante said that the Foundation account is only used for scholarships. Bills are paid from SBS. R. Allen notified the board that the Senate has a funding source with the District as well for expenses. S. Gutter will reach out to Fiscal or Mary Thompson to identify where those funds are.

d. Board of Trustee's Report ***BOT Representative not present. E. Partida reported on her behalf. He would like us to report what our classified colleagues are doing, so all Senators should report if they hear anything of interest that their colleagues are doing.***

6) Announcements

Flex Day is on August 21st and will be held virtually on Zoom in 3 sessions. S. Gutter asked about the registration fees the A2MEND Conference that she attended, E. Partida let her know that the President's office paid for it, it will not be expensed to the department or Classified Senate.

7) Public Comment

None

8) Adjournment ***10:39 M/S S. Gutter/M. Bustamante***

Next Classified Senate meeting is Wednesday, August 19, 2020 10:00 am – 11:30 am via Zoom.

Classified Senate Officers meet with the President every 2nd Tuesday of the month

Classified Senate Officers meet every 1st and 3rd Tuesday of the month