



Pasadena City College Classified Senate

September 2, 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 **Absent**
Parliamentarian
- Denise Jaramillo Mejia **Absent**
Board of Trustees Representative
- Maria Bustamante **Present**
Senator
- Grace Scharler **Present**
Senator
- Karol Lu **Present**
Senator
- Richshell Allen **Present**
Senator
- Hugo Vasquez **Absent**
Senator
- Jonathan Lim **Absent**
Senator

Guests in Attendance: Crystal Kollross, Office of Institutional Effectiveness.

- 1) Call to Order **10:09**
- 2) Approval of Minutes for August 19, 2020 **Correct R. Allen's absent to present. M. Bustamante/R. Allen approved with corrections.**
- 3) Old Business, Discussion, Possible Action
 - a. Standing Committees Appointment Update
E. Partida receiving many new requests from Chairs for new committee appointments. Still need appointments for Sustainability and Accreditation committees. E. Partida appointed M. Palacios to DTC committee and K. Lu to CNI committee.
- 4) New Business, Discussion, and Possible Action
 - a. California Community College Equity Leadership Alliance
E. Partida received over 60 people interested in participating. He will be working with Jason Robinson to select 20 participants to attend. People who are not able to participate can work with the person who attended to learn topics from them. The expectation is that participants who attend the workshop will then lead a workshop back on campus.
 - b. ISER Review, First Read
Crystal Kollross presented the ISER and walked the Senate through the purpose of the report and the importance of accreditation. The Senate will thoroughly review the report and E. Partida will sign off on it prior to submitting it to the Board of Trustees.
 - c. Professional Development Debrief
K. Lu enjoyed this year's Professional Development day and followed up and expressed her

interest in participating in the CCC Equity leadership Alliance. R. Allen mentioned that the breakout rooms did not have as much participation from people. He enjoyed the virtual meetings. S. Gutter responded that she experienced difficulty with the breakout rooms and staying on topic too. Suggested that there be more structure in the breakout rooms. L. Reed suggested that breakout rooms have facilitators or the question/topic can be pinned for easy reference, and that breakout rooms include more participants to allow for people to listen and digest without feeling pressure to contribute. M. Bustamante mentioned that she received a list for reference in one of her breakout sessions and it was helpful. E. Partida will pass along suggestions and recommendations to Jason Robinson.

d. Fall General Meeting

The Senate considered changing the tentative date from September 30th. M. Palacios will work on planning with a subcommittee. M. Bustamante will be on subcommittee, K. Lu is able to help with assignments or tasks. E. Partida would like a flyer made so he can forward to Dr. Endrijonas to request release time for employees. Topics usually include: introducing the Senators, what we've done, what we're going to do, open it up for discussion.

5) Special Reports

a. President's Report

All employees should have had COVID testing by now and received their results. E. Partida discussed the new procedure with the daily survey and encouraged the Senate to review the instructions from Bob Blizinski. E. Partida reported that he met with Academic Senate and discussed receiving feedback from committee representatives. We need to establish a time or frequency to hear committee reports. He revisited the idea of book clubs for Classified staff and will reach out with more information later.

b. Vice President' Report

M. Palacios is in the process of selecting participants for hiring committee. She is working with recommendations and asked for input to ensure she is following the protocol correctly. She will follow up with Richshell and Miranda.

c. Treasurer's Report

S. Gutter reported on fundraiser update. She researched masks, work from home baskets for raffle, will continue moving forward with getting quotes and artwork. Has received access to the Classified Senate account through the President's Office.

d. Board of Trustee's Report

M. Palacios represented the Senate at the last BOT meeting. Reported that we had a retreat and some plans of the Senate for the year.

6) Announcements

E. Partida considered having open office hours as the Senate President for Classified Staff to drop in and ask any questions or share concerns they may have.

7) Public Comment

N/A

8) Adjournment 11:40 S. Gutter/M. Bustamante

Next Classified Senate meeting is Wednesday, September 16, 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