

## Classified Senate meeting minutes for March 6, 2014

**Present:** Catherine Nichols, Paula Coil, Johnny Dong, Nancy Cayton, Javier Lopez, Marilyn Clausen, Roberto Gonzalez, Sylvia Espinosa

Shared Governance Update: Roberto sent out an attachment via email to all Classified Staff with the current manual description of the College Roundtable and of Classified Senate. President Gonzalez is recommending that we meet two times a month when necessary so that we can discuss and have input into the Round Table meetings that are held twice per month. It was noted that we only are allowed Release Time once a month, so one meeting would have to be held during a common lunch hour. All those present voted and agreed that our Senate should meet twice a month.

The Leadership and Round Table groups are being combined as one group.

Accreditation committees report that surveys will be circulated soon. Perhaps having some incentive to complete the survey would be helpful.

### Committee Updates:

*Technology Committee:* The APU's are to be merged to show the District what is needed. BCC is always the first to submit their report!

*Education/curriculum:* This seems to include Institutional Effectiveness, but what does that really mean? As staff, it should mean day-to-day operations, which would definitely mean effectiveness.

Planning for Senate meeting with President Budd: Roberto and others will meet with President Budd before having her come to our meeting, which we hoping to be April 3. Thoughts and questions that Classified members have will be put into question form. Questions such as what leaders should be at Leadership meetings, how can we get our emails answered, (institutional effectiveness), student code of conduct issues and the process and policy, what is meant by diversity, what we would like to see or need in a college president, prioritizing our needs especially in the area of Human Resources, consistency of payment for over time done, and communication are all possible topics.

### **“Brainstorming” at Classified Staff meeting for questions to present to President Budd:**

- The District continues to make policy changes without always notifying the campuses in a timely manner, if at all. Thus, the campus does not discover new guidelines until the requisition, ePAF, etc. is not approved. It is then returned to the campus, or perhaps never acknowledged that corrections, etc. are needed.
- At the college level, needs and issues need to be streamlined for effectiveness. We need to work out a mechanism so each situation is addressed and moves on to completion. (for example, What is the student code of conduct? What is the process, policy, procedure?)  
We should not have to “CC” Debbie Budd on issues that are emailed to other administrators, which then and only then make action happen!
- There’s a large amount of micro-managing.
- Regarding the theme of diversity, what does she mean by that, when she is pushing diversity and race, but not doing a good job at getting the word out...where does it fit in to the larger campus....
- What do we want or need in our campus President?
- Prioritizing needs to be done with Classified Staff, as the faculty does. Human resources (not just supplies) need to be addressed. The consistency of over time, for example. And the equality of Classified job appointments at each campus.
- We need to know the Budget numbers and she needs to be open about this
- Communication, communication....announcements of coworkers who are transferring and welcoming new staff, etc.