# **Berkeley City College 🙜 Classified Senate Meeting**

## Date | Time: 8/4/2021 2:00 PM | ZOOM: https://cccconfer.zoom.us/j/94548715980

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| |  |  | | --- | --- | | Meeting called by | Andrea Williams  Classified Senate President | | Type of meeting | Classified Senate | | Facilitator | Andrea Williams | | Note taker | Jennifer Lenahan Classified Senate Secretary/Treasurer | | Timekeeper | Phoumy Sayavong Classified Senate VP | | *Please be advised this meeting will be*  *recorded for note taking purposes.*  **Meeting Minutes** |

## Agenda Items

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| Topic | Presenter | Time allotted |

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|  | Call to Order/Welcome | Andrea | 2:00 PM |
|  | Approve Agenda  Andrea motioned to approve the agenda, Ramona seconded. Agenda Approved – no abstentians. | All | 2:05 PM |
|  | BCC Classified Senate Updates   * Andrea Williams - President * Phoumy Sayavong – Vice President * Jennifer Lenahan – Secretary/Treasurer   There is a Classified Senate retreat scheduled on flex day scheduled in the afternoon from 2-4 p.m. Ideas: furthering educational degrees, Myers-Brigg survey, focusing on equity and inclusion, what will be happening now that we are an HSI institution.  Phoumy shared he wants to talk about training programs and the free access we have as college members. He will talk about where it is, building skills, improving skills. | All | 2:10 PM |
|  | Return to Campus – Update   * Peralta Board Vaccination Policy * BCC Admin Update * Safety Equipment Update * Union Update   New Board Vaccination Policy is now requiring all employees, student employees, etc. to be vaccinated when we return to campus. Andrea had some questions and concerns regarding the return to campus as BCC is a one building campus. The plan is to take place by August 22nd, there should be closed areas determined and open areas with exceptions. Unless you are an essential worker you can volunteer to come in to work, complete tasks, clean your office…. Days currently are only Tuesday and Thursday from 10:00 a.m. to 2:00 p.m., but when classes begin, you can come any day with approval by your manager. If you are not comfortable coming in, then contact our union reps and ask if you are not an essential worker.  With the new Delta variant, the risk is low (.02%) if you have received the vaccine.  Masks will be provided to all people, face shields if requested, if going to your office or shared space you can ask to have it cleaned prior to your coming. Cleaning will go through the Business Office. Need to monitor the six feet apart issue, but as semester draws near more people will be coming in. There has been no update on what the plan is from administration. You may request an exemption.  Masks we have are not N95, they are basic surgical masks. HEERF budget part is dedicated to safety precautions.  May convert to open with limits by October. Since there is no agreement with unions, there is no plan on returning to work. Need clear process of our return to work.  Health services are offered through Roots Clinic. We due have a nurse on campus, but with Covid they are out too. Since we are not on campus, we cannot refer to a health service. We need to know where to refer people and are looking for a protocol.  The BCC HVAC system has been through the regular testing and is up to code to get rid of the virus. We have been updgraded to do that. HVAC working fine, but no one on campus, so will it work when we return. Anyone going to campus, there are approved filters that you can request to have in your office while you are there. Need to look into having available when all employees return to campus. Not sure what will happen with areas that are open spaced with multiple employees. Need to know prior to those employees returning to campus.  As pandemic changes every day, we need to be updated. We had our COVID survey at the end of May and things have changed (Phoumy).  Ramona said it would be helpful to have documentation available, as well as masks and special filters provided.  <http://forhealth.org> discusses health building and addresses COVID concners for ventilation.  BCC Admin Update:  ACCJC update report due September 15th, 2021. To be discussed in detail on September 8th, 2021.  SEIU Updates: (Jasmine)  Stewards meeting last week, same discussions about staff being asked to return to work. Vaccination Policy was not discussed and people surprised to see it. | Andrea | 2:20 PM |
|  | Shared Governance Reports   * Updates from participants   No shared government meetings during summer while faculty is out. | All | 2:40 PM |
|  | Announcements  Professional Development Update:  Separate meeting and Jennifer is waiting for notice from Roberto on when the meeting will take place.  Employee of the Quarter  Andrea had discussions with other classified senates in other districts. Some had good ideas… in discussion, Phoumy, Andrea and Jennifer are going to institute an Employee of the Quarter. I way for us to highlight our colleagues. A certificate and $25 gift card.  A nomination form has been developed and it will be distributed to all classified for nominations,  There will still be the annual classified employee of the year, but due to COVID we did not have this year. The President does want to continue the classified appreciation protocols. | All | 2:50 PM |
|  | Adjourn Meeting Open Discussion Session (not recorded) | Andrea | 3:00 PM |

## Other Information

**Special notes:**

Committee Report Backs:

* Roundtable/IPC/IPAR – Summer Recess
* Equity Task Force – Dolores/Ramona/Carolina

Ramona – no updates.. meeting in smaller groups, revisiting the PACE program, looking at classes, Dolores – discussed ACCJC and their equity mission statement they just released and BCC is considering having their own which will go through shared governance. We have a faculty diversity hiring program. Would be nice for faculty to reflect the students we have on campus and a way to promote special equity. Yes,

* Facilities and Health & Safety – Joanna (in District meeting)
* Technology – Joe (on vacation)

Suggested agenda items:

Andrea – diversity internship program, use PD money for classified to return to college.

Additional items:

SNHU – with SEIU will help pay for a Bachelor’s degree (Gail).

No update on HEERF funds. Faculty received a stipend from Chancellor Walters. Their union negotiated with her and the Board to receive a one time stipend for costs associated with transitioning to online education.

Return to work stipend fund…. In our return to work contract.

Local 39 is voting on their salary increase and pandemic pay package.

Meeting adjourned: 3:20 p.m.