

GROSSMONT COLLEGE
Classified Senate
Friday, October 4, 2019
1:30 pm – 3:00 pm
ASGC Board Room
MINUTES

Classified Senate Code of Ethics The Senate recognizes its responsibility and obligation to the classified membership. It serves and is committed to conducting its business with honesty, integrity, and professionalism to achieve the established mission and vision as described in the Senate Constitution. To that end, Senate is committed to accountability and transparency.

The Senate Code of Ethics applies to all employees of the Classified Senate. Classified Senate members share the fundamental responsibility to always act with integrity and in a manner that reflects the best interests of the Grossmont College Senate and its membership. Executive Board members of the Senate shall conform their conduct to the following Standards of Ethics:

Equitable access to participatory governance for all classified employees • Advocating for all classified employees with impartiality • Make every effort to ensure the stance taken at the site, or District wide, consensus of the majority of the Senate Executive Board • Professionalism that builds confidence and trust in both the classified leadership and classified membership that serve this District

EXECUTIVE OFFICERS	SENATORS	SENATORS
<input checked="" type="checkbox"/> Cindy Emerson-President	<input checked="" type="checkbox"/> Alexis Lytle	<input checked="" type="checkbox"/> Kirstyn Wagner
<input checked="" type="checkbox"/> Elaine Adlam-Vice President	<input type="checkbox"/> Bryan Lam	<input checked="" type="checkbox"/> Michele Martens
<input type="checkbox"/> Iliana Garcia-Secretary	<input type="checkbox"/> Colleen Parsons	<input type="checkbox"/> Nadia Almaguer
<input checked="" type="checkbox"/> Dana Mints-Treasurer	<input checked="" type="checkbox"/> Diana Barajas	<input checked="" type="checkbox"/> Pat Murray
GUESTS	<input checked="" type="checkbox"/> Graylin Clavelle	<input type="checkbox"/> Rochelle Weiser
	<input type="checkbox"/> Indira Saldana-Warren	<input checked="" type="checkbox"/> Ryan Cline
	<input type="checkbox"/> Keith Turner	<input checked="" type="checkbox"/> Shardai Zaragoza
	<input type="checkbox"/> James Cho	<input type="checkbox"/> Vaunette Allen

Meeting Start: 1.30pm

Meeting End: 3.25pm

ROUTINE BUSINESS (10 Minutes)	
1. Welcome/Crowd Breaker	
2. Public Comment	
3. Additions/Deletions to Agenda	District Governance Handbook – Cindy Proxy's & Missing meetings - Alexis
4. Approve 07/25/2019, 08/16/19 Meeting Notes	Consensus passed

OLD BUSINESS	
5. Communication Workgroup update	<ul style="list-style-type: none"> • Dana: Some confusion re: what classified and who's not. If someone is hired by the foundation they can be invited to the meeting as a guest. • If auxiliary personnel are your list, it's ok to communicate with them but they can't sit on committees/hiring • Pat: wouldn't it help the students if the auxiliary employees touching the students be included? • Elaine to look into definition of classified employee • 3 buildings have not assigned Bldg 20/parts10/;bldg38 – 23;20-32 • Will people on the list be notified by an official or individual email. • There is a need to come up with a shared language for communication. Individuals will introduce themselves but with shared language. Discussion re: using share out forms. Michelle to write email of introduction and send to the e-board by Monday. Wednesday October 9th, Dana will send final version

NEW BUSINESS	
6. Chancellor's Award (5 minutes)	<ul style="list-style-type: none"> • Chancellor's award is coming up. We nominate at campus level. Last year Rochelle won it, the year before Bryan Lam did. We head up as classified senate. Elaine and Cindy will meet coordinating council to decide on process and will update senate when that has been established. Cindy and Elaine will gather information and bring back
7. Thank-you-Grams workgroup (10 minutes)	<ul style="list-style-type: none"> • Dana is the chair of fundraising. She asked for volunteers for a workgroup. Michelle Martens, Pat Murray, Graylin, Diana, Alexis and Shardai volunteered for the workgroup.
8. District Governance Handbook	<ul style="list-style-type: none"> • The handbook is on hold due to the administrators association not being able to get it to their constituencies to discuss. • Cindy will be attending DEC on Monday and will recommend that there should be three seats on each District Council (DSPB&C, DEC, Student Equity, and Technology). That would be on seat per site senate (Cuyamaca, Grossmont & District)

COMMITTEE REPORTS	
9. Student Success & Equity Plan Dana Mints, Shardai Zaragoza, Diana Barajas Guest: Lida or Sharon (15 minutes)	Lida came and presented on equity plan 19/22.
10. Equity Belief Statement-Dana Mints, Shardai Zaragoza, Diana Barajas (10 minutes)	Will bring the equity statement with changes to next meeting and compare with every other constituency.
11. Facilities Committee Andy Timm (5 minutes)	Dana handed out final scoring (see attached). The main difference of disagreement was on the district wide improvements.
12. Professional Development Committee Ryan Cline (5 minutes)	<ul style="list-style-type: none"> • Rochelle is talking about cornerstone a learning management tool. Like linda.com • Working on theme for spring convocation
13. College Council Michele Martens, Dana Mints (5 minutes)	See handout
14. Staffing Caroline Althaus, Bryan Lam, Jessica Lee	No Report
15. Planning & Institutional Effectiveness Jocelyn Pacheco-Fonseca, Nadia Almaguer, Alexis Lytle (15 minutes)	No Report

INFORMATONAL	
Cindy Hall	<ul style="list-style-type: none"> • HRAC has a new agenda format. There is now an opportunity for any members to bring anything to the meeting • Cindy made a statement of support for release time for Classified Senate at the last HRAC meeting • There will be a mandatory, 1hour Sexual Harassment training. It will be done online. Target deadline for completion is January 1st. • Benefits surveys important to negotiations. Some of the ideas have been taken to committee and some agreed to. For example, there has been an increase in the frame allowance for eye glasses. Ideas being looked into are a boot allowance for classified that need special boots, pet insurance (looking into a low cost option).There is a possibility that home and car insurance will be added. This option is to be investigated. • Benefits fairs 10/29 and 10/30 • Swap meet date changed 11/17

FOR CONSENSUS	

FOLLOW-UP (5 minutes)		
Who	Item	Timeline

WORK AHEAD: MOU-CSEA/Classified Senate

NEXT MEETING: Friday, October 18, 2019 the ASGC Board Room between 1:30 pm and 3:00 pm