



Classified Senate Meeting Minutes

April 14, 2021 | 11:00 a.m. - 12:00 p.m. | Zoom Meeting

Senators	Attendance	Senators	Attendance
Vanessa Ayala	Absent	Jasmine Nguyen	Present
Karen Bowen	Present	Katie Olivier	Absent
Nelson Contreras	Present	Andrea Rangno	Present
Audrey Crouse	Absent	Teresa Rodriguez	Present
Kris Cutting	Present	Eva Shaffer	Present
Heather Dominguez	Present	Cecilia Schreyer	Present
Kayla LaBounty	Absent	Leo Stiles	Present
Christina Miramontes	Present	Jillian Whistler	Present

Guests

Angelina Barger, Ashely Rippeon, Beatriz Rodriguez-Vaca, Belta Moon, Carlos Amescua, Christina Anchondo, Christopher Yagerman, Daisy Segovia, Denise D’Amore, Diep, E. Quiroz, Eric Wilson, Eva Pok, Hung Dinh, Jami Jacobi, Janine Wood, Jeanette Grimm, Jennifer Rivera, John Fawcett, Karen Latham, Katherine Donahoe, Kelly Lam, Linda Tiger, Liz Parker, Martha Guevara, Martha Munoz-Sanchez, Mary Bola, Mary Gallois, Michelle Khuong, Michelle Ozuna, Michelle Auduong, Mireille Halley, Patricia Kopp, Phukhanh Vu, Rosio Soto, Sandra Gonzalez, Scott B., Shannon O’Neil, Sheila Kilayko Cruz, Susan Harlan, Tere Vazquez, Thu Nguyen, Tiffany Huynh, Tina Rodgers, Veronica Sanchez, Veronica Garcia, and Yesenia Gonzalez.

Recorder of Minutes: Beatriz Rodriguez

1. Call to Order - Classified Senate President:

President Jasmine Nguyen called the meeting to order at 11:05 a.m.

2. Approval of the Minutes - Classified Senate Body:

No Minutes ready for approval at this meeting.

3. Officer, Senator, and Committee Reports:

A. President’s Report – Jasmine Nguyen:

o COVID-19 Post Pandemic Plans:

- o Orange County is in the Orange Tier.
- o The Governor stated that the economy will open on June 15.
- o We still need to abide by other regulations, such as CAL/OSHA, etc.

- o We will do a phase-in approach.
- o Instructions and Student Services want to bring the most essential workers first. However, there are no solid plans because things change quickly.
- o They are considering physical and labs returning to campus with social distancing and capacity limits to keep the students and faculty safe.
- o **Classified Coffee Break:**
 - o Coffee Break will be moved towards the end of the month in lieu of Cookies and Conversations 2.0 and Coast Colleagues of the Year celebration. The invitation is open to celebrate colleagues who have done great work this year. There is an email out to RSVP.
 - o Administrators liked the Classified Town Hall. They would like to continue the conversation at Cookies and Conversations 2.0.
 - o We are considering bringing Edwina Recalde and Rebecca Morgan to the next Coffee Break to talk about how to be a better internal hiring candidate.
 - o If anybody has other ideas for Coffee Break, they can send them to E-board.
- o **Student Housing:**
 - o Student Housing does not mean dorms. They are apartments and because of that we cannot do room checks. There are legal things that we can and cannot do as a college. It is important to call them by what they really are, apartments.
 - o The fill rate right now is at 67.58%. We need to get to 80%, at least, to be in a good financial position.
 - o Some of the efforts being done at The Harbour include: more RA training and communication, education, mental health and wellness checks, security and public safety, communication response team (CRT) and housing financial assistance programs. About 120 students, out of 400 students that live there, receive housing assistance from the Promise program.
 - o We have a financial obligation to pay towards the loan for the housing development. We now owe \$2 million to the loan because we did not reach the 80% threshold of occupancy. The CARES funds will be able to cover that money. They are considering increasing leasing rates for next year and keep the current residents at the old rates.
 - Other Comments:
 - Students usually get loans to cover their housing expenses.
 - The college is still liable for things that happen in student housing.
 - The campus takes over the student housing in about 30 years.

B. Other Committee Reports:

- o It was suggested to have committee reports at the first Classified Senate meeting of the month.
- o We are updating the Adams Lot with more solar panels. We rearranged the parking spots. This was to control the traffic flow and overall safety. They are discussing renaming the Adams Lot back to an alphabet letter. People cannot have access to the literature and social science building until the building is turned in to us legally.
- o The Sustainability Committee is embarking on a couple of initiatives. One is to become a paperless campus. They are meeting with the Technology Committee to suggest, as we come back to campus, that we all focus on eliminating excess printing and paper and take advantage of the virtual classroom environment as a model for how we can conduct our instructional programs. There are also some issues with going completely paperless. For example, buying expensive software.

4. Unfinished Business:

A. Sprinting to Success Scholarship:

- o The Scholarship Sub-Committee will be completing the student selection this week.
- o There were 49 applicants. We will be giving two \$750 scholarships.

- o Thank you to the subcommittee members. It is very rewarding to see what students have accomplished and what their dreams are.

5. New Business:

A. Resource Round Up:

- o The Senate wants to know if Classified Professionals would be interested in having a 5-minute presentation on what student resources we have and what they do.
 - Other Comments/ideas:
 - Offering resources other than services, such as campus tours.
 - Developing a virtual front desk.
 - Starfish will be a great tool to connect students with resources.
 - We are working on making the website more resourceful.

B. Town Hall 2:

- o There is a lot of value in having a Town Hall for Classified Professionals only to voice our concerns.
- o We hope to have a second Town Hall maybe in April or May, hopefully for more than an hour.

6. Open Forum:

a. Employee questions and comments covered the following topics:

- The Recycling Center will open on May 04, 2021.
- Luis Valdez will give a presentation on April 21. People can reach out to Professor Eric Cuellar to RSVP.
- The Sustainability Committee is collecting feedback on where to place bike racks on campus.
- The Classified Senate E-board should have an office space to store files, etc.
- President Jasmine Nguyen and Quintin Powell are the Classified Representatives at DCC.
- It was suggested that managers draft an individual return plan with Classified Professionals.
- We do not want conversations to happen behind closed doors as we speak about a return to campus.

Motion 1: Senator Eva Shaffer moved to adjourn the meeting; motion seconded; motion approved unanimously.

7. Adjournment of the Regular Meeting:

Meeting was adjourned at 12:03 p.m.