



# Classified Senate Meeting Minutes

## APPROVED

Thursday February 6, 2020 | 1:00 PM – 2:15 PM | Room #1726

### LPC Mission Statement

Las Positas College provides an inclusive, learning-centered, equity focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting life-long learning.

### LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

### Classified Senate Goals 2019-2020

- Improve Communication and Voice
- Relevant Dialogue and Meaningful Action
- Support Professional Development
- Promote Networking & Wellness Activities

### Classified Senate Attendees

#### Officers Present:

David Rodriguez, Melissa Brown, Thomas Rothman, Mary Hargiss, Jean O'Neil-Opipari, Amanda Ingold

#### Membership Present:

Lydia Penaflor, Frances DeNisco, Heidi Ulrech, Carolyn Scott, Tim Druley, Julie Thornburg

#### Guests:

## 1. GENERAL BUSINESS

### a. Call to Order 1:02 PM

### b. Review and Approval of Agenda

MOTION to approve Agenda: Ulrech/DeNisco/APPROVED unanimously

### c. Review and Approval of [Minutes](#)

MOTION to approve draft minutes: Rothman/Brown/APPROVED with 1 abstention

## 2. ACTION ITEMS (10 min)

### a. Approve: Draft College Mission, Vision, Values Statements

Review Mission, Vision, and Values statement revisions review.

Read through each statement. Glossary will provide more detailed definitions for further inquiry, if needed. Request to review and look over the glossary and provide feedback to David if you would like your feedback to be discussed.

MOTION to approve mission, vision, and values statements:

DeNisco/DeAguila/APPROVED unanimously

## 3. NEW BUSINESS

### a. Professional Development [Survey](#) (20 min)

#### i. Results

52 Classified Professionals responded to the survey. Reviewed survey results (See attached). Open discussion on results - general impression of results, how might we approach professional Development at LPC? How can Classified Professionals advocate for participation in Professional Development opportunities? This will be helpful to develop future programs.

Based on results it is important for Classified Professionals to participate and understand Leadership development opportunities as well as conflict resolution opportunities. Feedback: It is important for us to clearly define what leadership means and/or looks like. Conflict resolution seems similar to interpersonal communication and customer service topics listed on the survey. How would Classified Professionals be able to leverage Professional Development that is tied to what is shown as the biggest Professional Development needs listed on the survey? The survey will help us to advocate for the development of specific training that really targets these needs.

Office technology - a list of Classified Professionals on campus who could share their expertise and provide on-campus trainings for others who are interested.

On campus and shorter sessions are the overall preference for Classified Professionals. The survey will help with

**CLASSIFIED SENATE MISSION STATEMENT:** The Las Positas College Classified Senate is a body of dedicated professionals working in support of the College's Mission, Vision and Values to promote success for its students, and for the wider campus community. We are committed to effectively representing all Classified professionals in participatory governance, promoting professional development, advocating for Classified viewpoints, and contributing to the pursuit of excellence for our campus.

advocating for dedicated time to receive professional development or have more professional development opportunities specific to Classified Professionals.

*ii. Updates on Professional Development*

Review of PDC December minutes.

Discussed online trainings process document attached to December PDC minutes

What are we advocating for and how can we develop it so we can receive PD. Need to develop a workgroup to clearly define PD and how to move it forward with a clear plan. Clearly define what the role of the Classified PD chair does. Request review of PD Tri-Chair and the Classified Senate constitution and by-laws.

**4. OLD BUSINESS - None**

**5. INFORMATIONAL (30 min)**

*a. Spring 2020 SCFF Project Proposal Application Timeline*

Encourage Classified Professionals to think of what projects would help with student retention (primary focus) and other proposals that would increase funding to the campus.

*b. **BPs and APs TABLED***

*i. BP 2717 Personal Use of Public Resources*

*ii. BP 2720 Communications Among Board Members*

*iii. BP 2725 Board Member Compensation*

*iv. BP 2730 Board Member Health Benefits*

*v. BP 2735 Board Member Travel*

*vi. BP 2740 Board Education*

*vii. AP 2740 Board Education*

*viii. BP 2745 Board Self-Evaluation*

*ix. BP 2750 Board Member Absence from the State*

*c. Events and Opportunities*

*d. Black History Month Calendar of Events*

*e. **Round Table (share out of noteworthy happenings)***

**6. REPORTS (15 min)**

*a. **President's Reports***

*i. LPC Educational Master Plan*

Important to participate in EMP development

*ii. CLI 2020 Conference*

CLI conference coming up – need to get Classified Professionals to attend

*b. **Treasurer's Report***

*i. Deposit fundraising revenue*

\$2200 set aside for Classified Professional

Development that does not roll over so it needs to be spent this fiscal year. \$300+ Scholarships, \$300+in award, \$800+ in petty cash

MOTION to put up to \$700 in each of the two

foundation accounts, up to \$200 in petty cash, and the

remaining in co-curricular:

Rothman/DeNisco/APPROVED unanimously

**c. SEIU Update**

SEIU meeting tomorrow 12:15 - 1:15 PM. New field rep will be joining us at the meeting. Sent three emails with 3 open hiring committees where we need classified representation and will submit names to hiring chairs tomorrow.

**d. Committee Reports TABLED**

**7. GOOD OF THE ORDER**

Julie Thornburg - Olympics

Ask Classified Senate for help with Olympics - need referees for the event and assign a Classified Representative. Help send out an email on behalf of the Classified Senate if people are interested in participating in the event. Scheduled Friday May 8th all day.

Welding group and Scott miner made a welding trophy that is currently missing.

Lydia - Appreciation night flyer (see attached). Scholarships coming up and ask for more readers for scholarship applications. Applications close on March 8th. New Valerie Ball scholarship this year. Need Classified Representatives on the committees.

**8. ADJOURNMENT 2:26 PM**

**a. Next Regular Meeting: March 5th, 2019 1:00 – 2:15 PM**