



AGENDA - Friday, April 27, 2012
11:30 a.m. - 1:00 p.m. - Staff Lounge 1300D

- 1) **Welcome/Call to Order** Renee Pegues
 - a. **Thank you for the Luncheon provided by SEIU!** (Pre-orders needed)
- 2) **Introduction of New Attendees & New Staff** Renee Pegues
- 3) **Approval of Today's Agenda** Renee Pegues
- 4) **Treasury Report** Sharon Davidson
 - a. **Report of Fund Balance 4/27/12**
- 5) **Committee and Officers' Reports**
 - a. **Elections Committee**
 - i. **Report** Greg Johns
 - ii. **Vote of Confidence for Slate of Candidates (p.3)** Renee Pegues
 - b. **Committee Reports - see written reports attached electronically (p.4)**
 - c. **President's Report** Renee Pegues
 - i. **FYI: Todd Steffan's Board Report emailed last week**
 - ii. **Attached: Chabot's and District's Classified President Reports (p.7A-7C)**
 - d. **Sunshine Report** Julie Thornburg
 - e. **Fundraising Report** Cindy Balero or Sharon Davidson
 - f. **Activities Report/Planning**
 - i. **Flex Day March 29 - Recap, see attached electronically (p.8)** Renee
 - ii. **Staff Dev. Funds - \$800 still in budget**
 - purchase instructional films? **Opinions, please.** Renee Pegues
 - Examples: software advanced tutorials, How to Deal with Difficult Situations, Motivational Film

6) **Old Business**

- a. Code of Ethics - first review of Draft 1 (pg 14)
- b. Will vote at May meeting
- c. E-mail comments to Heidi Ulrech or Sharon Gach
- d. 4CS Classified Leadership Institute Attendee: Julie Thornburg Renee
 - i. Meets June 14-16
 - ii. Julie to make her report to Senate in August

7) **New Business**

- i. Classified Professional of the Year Committee - in progress
 - 1. To be presented May 2 Town Meeting
- ii. Classified Scholarships 2012
 - 1. To be presented May 10 at Student Awards Ceremony
 - 2. Confidential until then
- iii. May 24th meeting date may be moved (day before Graduation)
 - 1. Ideas?

8) **Other/Good of the Order**

9) **Adjournment**

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*The Classified Senate of Las Positas College
is a participant in the College Governance System
and welcomes all Classified Professionals,
as well as all Campus & District colleagues, to meetings.*

Las Positas Classified Senate Nominations

To nominate someone or yourself, place nominee's first name, last name, and phone ext. next to the appropriate position title. Then return this form by campus mail or by hand to Greg Johns or William Eddy.

You may instead email the nominee's first name, last name, phone ext., and nominated position title to:
GJohns@LasPositasCollege.edu or WEddy@LasPositasCollege.edu

Nominations will be accepted until noon, April 20, 2012.
Nominees will be confirmed by the Election Committee.
Elections will be held April 24th, 2012.
Newly elected officers will begin their term on July 1st, 2012.

Position Title	Nominee's First & Last Name & Phone Ext.
CLASSIFIED PRESIDENT	0
V.P. of COMMUNICATIONS	Renee Pegues
V.P. of FUNDRAISING	Cindy Balero
V.P. of ACTIVITIES	Julie Thornburg
TREASURER	Sharon Davidson
SENATOR of GROUP I (100, 100B, 300, 400, 600, 4000)	Todd Steffan
SENATOR of GROUP II (800, 1700, 1800, 1900)	Frankie Alexander
SENATOR of GROUP III (700, 900, 1300, 1300A, 1300B)	Jared Howard
SENATOR of GROUP IV (2000, 2100, 2300, 2400, 2500)	Jeff Sperry

NOTE:
Senator Groups are subject to change by Classified Senate Council decisions based on needs of coverage.

DBSG Notes

March 16, 2012

- Due to the "February Surprise" from the state, the district is anticipating a \$937 thousand deficit in the current budget (to maintain the 5% reserve).
- Current projections, with expense increases, for 2012/ 13 show a deficit of \$5.1 million (including the 5% reserve). If the tax measures do Not pass in November the deficit will increase to \$9.17 million. Using the allocation percentages, LPCs portion of the deficit to be reduced is \$1.5 million.
- The direction to the sites was to develop a plan to reduce the 5.1 by the end of March. Plans to reduce the remaining \$4 million, should the taxes fail, is to be determined by June 1.
- The four sites (Chabot, LPC, District and M&O) presented their adjusted budgets for the current year, including revenue from state apportionment and local sources as well as expenditures listed by account code.
- Dr Walthers presented a template, that he and Barb Yesnosky worked on, as a means of all sites presenting budget data consistently.
- Chabot faculty presented a paper on the concern that the colleges are being asked to account for 80% of the deficit since they are allocated 80% of the state apportionment. They believe that this is unsustainable since the colleges are where the apportionment funds are earned.
- The question was asked "How should concerns be brought to DBSG." It was suggested that the committee table the question for reflection until the next meeting. It was also suggested that the question be broaden to include suggestions/ ideas.
- It was noted that a compromise was reached on merging two of the November tax initiatives, Governor's tax and Millionaires tax. It still needs 870 thousand signatures to make the ballot.

March 30, 2012

- Chabot Faculty presented a paper stating concern that the proposed distribution of deficit reductions violated Board Policy in that it uses the funding allocation model percentages to allocate deficit expenses. The interpretation of Board Policy is that "The Model" is only for revenue distribution and not expense/ deficit distribution. They proposed an alternative deficit model that removes the instructional expenses and breaks down the non-instructional costs by site. The argument being that DEMC (Enrollment Management) has already vetted instructional cost reductions.
- The committee decided to change the originally proposed reductions to \$1.5 million per site (with District and M&O together) as first tier cuts and then work as a district to determine

second tier cuts to equal the 5.1 million.

- Chabot and District presented their 2011/12 adjusted/ projected budgets (apportionment and local revenue and expenditures) using the Walthers template.
- LPC presented their 2010/ 11 actual and 2011/12 adjusted budget (apportionment and local revenue and expenditures) using the Walthers template and explained that the \$2.14 deficit was not accurate. Due to measures being taken all year long the actual expenditures are much less and are anticipating the deficit is more like \$400 thousand. It was also explained that comparing line item expenses between the two colleges is not and accurate judgement. For example: at LPC - Campus Safety is in the Administrative Services budget and the retiring director was replaced with a promoted supervisor; at Chabot - Campus Safety is under Student Services and they have a contractor from the Hayward PD who runs the department.
- The Vice-chancellor of Facilities announced that he is working with Google on a contract for them to develop apps for each of the colleges.

Heidi Ulrech
Telecommunications Coordinator
Las Positas College
Office of Technology

>>> Heidi Ulrech 4/23/2012 1:44 PM >>>

DBSG Meeting April 20, 2012

- District First Round Budget Cuts Summary:

- - - 3 FTE Administrators salary and benefits (people and vacancies) \$600 thousand.
- - - 2.5 FTE Classified salary and benefits (people) \$302 thousand.
- - - Supplies and Services (4, 5 & 6000 accounts) \$72 thousand.
- - - 8 FTE M&O Classified salary and benefits (2 people and 6 vacancies) \$580 thousand.
- - - Total District Cuts \$1,554,941.
- The question was asked as to what the impact the M&O cuts will have on the colleges . Not wanting to give specifics that may allude to WHO - the response was "services will be reduced or eliminated."

- LPC First Round Cuts Summary (same as was shown at Town Meeting and PBC):

- - - 9.85 FTE (1 Administrator, 1 Retirement and the remainder 9 positions) \$952 thousand.
- - - Transfer to other funds (such as co-curricular and VETA) \$297 thousand.
- - - Expense reductions \$205 thousand.
- - - Total LPC \$1,456,017.
- Other potential revenue or expense reductions: Health Benefits, Parking fee, Credit Card Fee (estimated current cost \$3.40 per student). All of these have legal ramifications and need further exploration.

- Chabot First Round Cuts Summary:

- - - Increase revenue (ie: outsourcing bookstore) \$114 thousand.
- - - Fall schedule reductions, in faculty \$208 thousand.
- - - Transfer to other Funds \$23 thousand.
- - - Expense reductions \$640 thousand.
- - - Child Dev Center \$229 thousand.
- - - 11.1 FTE (16 people, 8 full-time, not filling vacancies) \$961 thousand.
- - - Some anticipated revenue decreases and offsetting expense that will need to come out of General Fund next year \$675 thousand.
- - - Total Chabot \$1,500,000

- Question was asked whether the Fall schedule reductions (instructional) were to be included in this exercise. Chabot included it, LPC appears to not have and only included non-instructional.

- Question was asked when impacted classified can expect to be notified. SEIU labor management have been discussing that the impacted classified be given the first opportunity to apply for any critical positions that are open. Any critical positions that remain open will then be advertised to all staff.

- There was a great deal of discussion regarding a series of suggestions for consideration in a new allocation model. Prior to this presentation there was lengthy objection to these items. In the end it was realized that the agenda listing did not accurately reflect what was being presented and was misinterpreted.

- A motion was made to send the task of a new allocation model back to the committees (created years ago). After a lot of questions and discussion it was agreed to table the motion for the next meeting in light of remaining agenda items.

- The Chabot Classified Senate President (in consultation with the other classified members) presented a series of questions asking for information and clarification on various budgetary matters. One question involved the process in which DEMC determines the target FTES and is it valid if we are always over and taking students that we are not funded for. DEMC is a Faculty Committee that doesn't have classified participation. A suggestion was made for ex-officio classified on DEMC to be a part of the discussions and better understand the process and rationale. Faculty Association members appear to be open for further discussion on this topic with SEIU and labor management.

Heidi Ulrech
Telecommunications Coordinator
Las Positas College
Office of Technology

**Chabot Classified Senate
Board Report**
Tuesday, April 17, 2012

- Senate nominations are in and we'll be holding elections in early May – I look forward to introducing you to the new Senators this summer
- The Classified Help Website is well under way and a Beta version might be ready in June – we are hoping to have it fully functioning by Convocation
- Classified Senate would like to thank Dr. Sperling for increasing communication about the budget situation. We are looking forward to the next budget presentation meeting that is scheduled for Thursday and we are hoping that there will be more detail with regards to impact on overall college areas. While we understand that personnel issues should and cannot be a part of college-wide discussions, we are urging college leaders for timely notification of the individuals affected. We are also urging an examination of impact and hope there has been planning around those impacts and proportional cuts in the spirit of shared sacrifice. Although cuts in instruction have been deep, I should stress that those have been all at-will, non-contract employees. That is what we are teaching our students, that the worker bees get cut first so they better do their best to get theirs.

District Classified Senate President Report

Joanne Bishop

April 17, 2012

Good Evening

I have been attending the DBSG meetings and the Chancellor's Council on a regular basis and I am fully aware of the budget crises we are facing. It saddens me to see the stress we all have to go through because of the economic situation of the state. But here we are. How we all behave through this highly trying time will either bring us out on the other side as a stronger institution or a more divided institution. By allowing one group within the institution to make a declaration that they should not have to absorb any more of the cuts that must be imposed to close the deficit only cause's infighting within the institution and it pits worker against worker, damaging moral, and triggering corrosive competition.

Of course the Classified Staff does not want to see our instructional force cut any more than it already has been. I think that was proven when we voted in favor of absorbing the cuts evenly across all three sites. Although the first round of cuts has been distributed evenly, the impact to the three sites will not be quite as balanced. There are far fewer classified employees at the District Office; disproportionate to the number of employees at the college sites. For example there are a total of 11 classified employees in the accounting/purchasing department - the whole department - and that is only two more than the 9 FTE that are proposed to be cut at LPC to meet their portion of the cuts. How is that balanced?

The District Classified Staff is also here for the benefit of the students, we take pride in knowing our support allows the faculty to tend to the education of our students with no concerns; yet we know that if you cut all of us you will no longer be able to operate in such an efficient manner and the students will be the ones who suffer for it. The District is the backbone of the institution, we support the institution, the faculty, and the students (directly and indirectly) **and that's a good thing!!!** Having a great support staff helps an institution grow and expand for the benefit of its students. Accounting and business management is essential; there is not one business that can function without them. The services provided range from purchasing, licensing, paying bills, collecting and processing payments made to the colleges, health benefits, retirement benefits, technical support, janitorial support and maintaining a safe learning environment for the students and staff. Can we come up with some creative new ways of managing our business needs? YES we can but it will take all of us working together to find those answers not fighting and pointing fingers.

Chopping off the foot will leave the whole structure of the body unbalanced and less effective. All the parts are important; there is not one part that is more important than another in a well functioning body. So finding a middle ground may be painful for all, but a skinned toe will heal, one that is cut off will not.

Did you enjoy the Human Bingo game?	Why, or why not?	Did you enjoy the Drum Cafe session?	Why, or why not?	Did you enjoy the talk by Brent Jones?	Why, or why not?	Did you attend the Mini-CERT session?	If so, what are your thoughts?	Any other thoughts, such as ideas for next time? Overall impression of Flex Day?	Would you be willing to assist on the next Flex Day committee?
Yes	Fun and learned about each other.	Yes	Jeff Sperry brought me the video of it!	Yes	Brent came and met me.	No		Great Day Volunteers!!	sorry, I need to take a break.
Yes		Yes		Yes		Yes			
Yes	Was a great icebreaker	Yes	Havent talked to a single person that thought it wasn't fun and informative. I have already recommended the Drum Cafe to friends.	Yes	Besides him thinking we were all teachers. I found his message and his attitude inspiring and enthusiastic. Very glad I was able to sit in on it!	Yes	Having gone through the two day CERT last January I didnt find it as informative but still enjoyed teching some of what I had learned to my fellow classified staffers.	Overall, I thought it was great, this being my first flex day, I dont have much to compare to but I hope they are all this good. I think continuing with the theme of teambuilding and getting people out of their clics, would be great.	I would consider it if I can work it in around my regular job duties.
Yes	I got to meet new people	Yes	It provided loads of energy and a chance to loosen up and be wild for a little while. So much fun	Yes	LOVED IT. He was informative and inspirational.	Yes	Very useful. I did not realize how many ways there are to evacuate people in an emergency if they were not mobile. Also I learned the new way to do CPR. I didn't know that the breathing method was not the preferred way anymore.	My overall impression of flex day was that it could not have been better. There was a great mixture of fun and information. It was the most energetic, upbeat day. It felt really good spending time with co-workers and just laughing and getting to know new friends. A big thanks to all who planned this day.	Yes

3-29-12
 Flex
 Day
 Recap

Did you enjoy the Human Bingo game?	Why, or why not?	Did you enjoy the Drum Cafe session?	Why, or why not?	Did you enjoy the talk by Brent Jones?	Why, or why not?	Did you attend the Mini-CERT session?	If so, what are your thoughts?	Any other thoughts, such as ideas for next time? Overall impression of Flex Day?	Would you be willing to assist on the next Flex Day committee?
Yes	It was a fun way to interact with colleagues. There was lots of laughter and good-natured teasing, plus we learned interesting tidbits about our co-workers.	Yes	It was absolutely amazing. It was very powerful to be a part of and 'hear' the one voice that we created.	Yes	I never thought I would be so inspired by a former football player! He is a wonderful, down-to-earth, engaging speaker with a great message.	Yes	Definitely useful. It made me want to participate in a full-CERT session.	I kept hearing comments that stated this was the best Flex Day in a very long time. I agree completely!!!!	Yes.
No	people were too into getting the answers and not into getting to know anyone	Yes	very fun. nice break	Yes	Went in dreading a "pep talk". But ended up really enjoying his stories and thought he had some good things to say.	No			
Yes		Yes				Yes	Yes, I hadn't been involved in the search and remove aspect of emergency preparedness before.	Ideas for future presentations: explore our library's resources; Bobby August's improve group - team building; Windows 7 and Office 2010.	

Did you enjoy the Human Bingo game?	Why, or why not?	Did you enjoy the Drum Cafe session?	Why, or why not?	Did you enjoy the talk by Brent Jones?	Why, or why not?	Did you attend the Mini-CERT session?	If so, what are your thoughts?	Any other thoughts, such as ideas for next time? Overall impression of Flex Day?	Would you be willing to assist on the next Flex Day committee?
Yes			could not attend		could not attend	Yes	Good overview and hands on practice. Suggest next time we count off by who can actually do the lifts first...so that folks who can only watch are distributed well through all the groups. As it was only two other people in my group could actually practice any lifts or carries.		Possibly- depends on work schedule and all.
Yes	A good opener and a way to talk to other people I hadn't met yet.	Yes	Fun (except my thumbs hurt) and a good message of how to work together.	Yes	He was motivating and personable.	No			
		Yes	It was great to be able to participate in this session. I really like the feeling that we could work together to make the music with the drums and other instruments.	Yes	It was great to hear his story.	Yes	Yes, it was useful. We learned what to do in a major disaster and how we can help.		

Did you enjoy the Human Bingo game?	Why, or why not?	Did you enjoy the Drum Cafe session?	Why, or why not?	Did you enjoy the talk by Brent Jones?	Why, or why not?	Did you attend the Mini-CERT session?	If so, what are your thoughts?	Any other thoughts, such as ideas for next time? Overall impression of Flex Day?	Would you be willing to assist on the next Flex Day committee?
Yes	It was an opportunity to find out more about someone you knew quite well already. Also, it was a way to draw people together and have them mingle.	Yes	Everyone who attended participated, no one was singled out or excluded, and EVERYONE had a great time.	Yes	He found a way to connect his professional career as a football player so that it related to "our" profession and what all of us are feeling at the moment and going through.	No		It was one of the best we've had in a while. Someone who had not ever participated before shared with me the fact that they felt it was very informative and well worth attending.	Can not commit at this time.
Yes	fun way to meet people.	Yes	That was the MOST fun!!!!	Yes	He was very interesting and I enjoyed his stories. Great motivator.	Yes	It was useful to find out who is on the CERT team should we need them.	I think this was the best flex day in the 5 years I've been here.	
Yes	It was nice getting to know more about our colleagues than we new on the surface	Yes	Music has a way of bringing people together. it was a little intimidating at first, but after awhile it was addicting	Yes	Very personable speaker. Interesting back story.	Yes	I realized how important it was for us to be prepared.	I was very impressed by Flex Day. It was fun and informative! Great job!	Maybe, but the Library is understaffed now that we have no student assistants. I may be able to help in a smaller capacity
Yes		Yes		Yes		Yes	I thought it could be useful if I went through the whole training, but it felt a bit disconnected for me.		

Did you enjoy the Bingo game?	Yes	Did you enjoy the Human game?	Yes	Why, or why not?	It was fun to let loose and have a little fun with our co-workers out of the business environment that we are always in!	Did you enjoy the Drum Cafe session?	Yes	Why, or why not?	It was interesting and we were able to get some aggressions out - even the "conductor" mentioned the budget cuts etc.	Did you enjoy the talk by Brent Jones?	Yes	Why, or why not?	He was very inspirational and fun to listen to.	Did you attend the Mini-CERT session?	Yes	If so, what are your thoughts?	it would be helpful in a catastrophe, which I hope never happens. I liked learning te three ways of carrying people- the instructor seemed a little out of sorts that day, I have seen her before when she was much better and seemed more "together" Probably just a bad day.	Any other thoughts, such as ideas for next time? Overall impression of Flex Day?	Thanks for putting it together	Would you be willing to assist on the next Flex Day committee?
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Did you enjoy the Human Bingo game?	Why, or why not?	Did you enjoy the Drum Cafe session?	Why, or why not?	Did you enjoy the talk by Brent Jones?	Why, or why not?	Did you attend the Mini-CERT session?	If so, what are your thoughts?	Any other thoughts, such as ideas for next time? Overall impression of Flex Day?	Would you be willing to assist on the next Flex Day committee?
Yes	I think it was a great ice breaker. I learned things about colleagues I didn't know before...it was a fun way to learn more and get to know a bit more about other people on campus.	Yes	It was so much FUN...I was amazed at how well we all worked together. We actually sounded pretty good once we all got going! The guy leading it was good and fun to watch. When we got out of our seats and up on stage, in the middle of the room, pounding and shaking things it was a bit liberating.	Yes	He gave us another perspective on things. His talk was pertaining to facing tough or difficult situations, from an athlete's point of view (not someone in higher education). His message told us that difficult situations happen all around us, in all lines of work, and in all types of situations. Lesson 1: It's how we react to a situation that makes a difference in the outcome. How we each react to cutbacks and bad budget news improves our situation or puts us in a downward spiral. It's our choice. Lesson 2: Basically, we all have to work	Yes	I learned a lot about moving an injured person - three different ways. The video clips were helpful showing how CERT teams work. All of it gave me a better understanding of the mission of the CERT teams and how things work during times of disaster. Also, the instructor was helpful in answering our questions.	Our March '12 Classified Flex Day was really good!! It had a nice variety of fun and important information, along with good messages for staff during difficult times at the college. I found it informative and uplifting. It think it's really good to have similar activities in future Flex Days. It's nice to have fun and interaction. I think that it's very important for staff to learn about other staff and get to know people in other depts. But it's also good to take this opportunity to learn something that may be useful at one's desk on a daily basis...such as software, or customer service, or inter-departmental info.	possibly - if I still have a job here
Yes	a little long, though.	Yes		Yes		No		Personally, I'd like to	
Yes		Yes		Yes		Yes			
18 yes		18 yes		18 yes		Mini Cert.			
1 no	no reason listed	2 blank		2 blank					
1 blank									

Development Process of the Classified Senate Ethics Code Statement

Committee Members: Sharon Gach and Heidi Ulrech

February 24, 2012

The development of this statement stems from the interview of the Classified Senate, conducted during the last Accreditation Site Visit and Accreditation Recommendation.

Document the process used to develop this statement in case there are questions in the future.

Review resources collected in the past 6 months:

- DeAnza college Classified Senate Code of Ethics
- Crafton Hills College Code of Ethics
- Fullerton College Classified Senate Code of Ethics
- Saddleback college Classified Senate Code of Ethics
- Las Positas College Statement of Ethics – Draft prepared by Bill Eddy
- Faculty Statement of Standards
- E-mail from Cari Plyley, Butte College, 4CS dated 2/21/2012
- Wikipedia – Ethical Code
- Guidance for Writing a Code of Ethics by Chris Mac Donald (internet)

Develop timeline for the process.

- Identify key concepts to be considered in the statement
- Survey membership regarding key concepts – by-passed due to workload and timeline.
- Prepare first draft
- Classified union site rep to review first draft
- Senate Executive Board review first draft
- Senate Membership review first draft
- Prepare second draft to include feedback from first draft
- Senate Executive Board review second draft
- Senate Membership review/ publish and vote in accordance with the process stated in the Senate Constitution & Bylaws for making amendments.

Key concepts identified from the collected resources:

April 24, 2012

Committee met and compared and discussed their individually prepared draft documents based on identified key concepts. A format was agreed on. The committee members adjourned to work on a few specific areas for improved wording. Will prepare first draft for union, E-board and membership review.

April 25, 2012

Ms. Ulrech prepared First Draft; Ms. Gach sent with Senate Agenda for Friday, April 27th.

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Las Positas College Classified Senate CODE OF ETHICS

FIRST DRAFT | 4/24/12 | Page 1 of 1

This Code of Ethics is to encourage productive behaviors, and standards of personal and professional conduct for members of the LPC Classified Senate.

After reviewed and approved, this Ethics Statement will be published as an attachment to the Classified Senate Constitution and Bylaws and shall be reviewed and amended in accordance with Article 10 of the Constitution and Bylaws.

The Senate strives to promote the highest level of public confidence in support of the mission, goals and values of the College. The Senate believes in the importance of its membership having integrity; using objectivity and impartiality; showing mutual respect and collegiality; respecting diversity, policies and procedures and intuitional resources.

The Classified Senate works collaboratively with the classified union to support but not interfere with union business, the collective bargaining process, or exclusive bargaining rights.

While this Code of Ethics cannot enumerate every responsibility or foresee every contingency, the following are viewed as priorities by the Senate:

- A. Strive for integrity and high standards of personal conduct and professionalism in all aspects of service; be honest, open, and trustworthy; be responsible for own behavior, words and actions; maintain confidentiality; be fair and equitable in treatment of others (coercion, manipulation, intimidation or disrespect will not be condoned); refrain from use of authority or perceived power.
- B. Maintain objectivity and impartiality in representing the interests of the Senate; base decisions on available facts; disclose conflicts of interest, personal relationships, or other affiliations that may influence Senate decisions; if necessary abstain from vote; use ones best judgment in considering what's good for the whole.
- C. Foster a productive governance system; welcome collaboration and participation of all members of college and district community; encourage communication and uphold freedom of expression; present individual perspectives in a way that is respectful of others and their views; propose constructive change through appropriate channels with the understanding that it is a democratic process.
- D. Be tolerant of a diverse environment; respect opinions, values and traditions of others and other cultures; show equity toward all ages, races, genders, ethnicities, religions, sexual orientations, disabilities, social or economic classes, and political associations.
- E. Abide by established policies and procedures; honor the Senate's Constitution and By-laws, the Education Code, and Board Policy; accept and uphold the majority decision of the Senate membership.
- F. Exercise responsible use of institutional resources; be prudent in the way public funds are expensed; properly utilize and preserve college property.