

## Classified Senate Regular Meeting Agenda

Tuesday, March 12, 2019, 2 pm  
College Center Building 10, City View Conference Room (Room 401)

Meetings of the CSM Classified Senate are open to the entire campus community, are open to the general public, and are accessible to those with disabilities. Start times are approximate. The public may address the Senate on non-Agenda items during the Announcements and Hearing of the Public items on the Agenda. Members of the public may participate in discussions only when recognized by the Chair.

**I. Call to Order**

**II. Roll Call**

**III. Approval of the Agenda**

**IV. Approval of the Minutes of Prior Meeting(s)**

**V. Announcements and Hearing of the Public (15 minutes per topic, 3 minutes per speaker)**

At this time, members of the public may address the Senate on non-Agenda items.

**VI. Reports**

**a. Officers**

i. President	Fauzi Hamadeh
ii. Vice President	David McLain
iii. Treasurer	Arianna Avendano
iv. Secretary	Alicia Frangos
v. Events Committee Chair	Kathy McEachron

**b. Senators**

- i. Russell Cunningham
- ii. Nick Dellaporta
- iii. Cindy James
- iv. Margaret McGugan
- v. Carol Ullrich
- vi. Mary Vogt

**VII. Action, Discussion, and Information Items**

**a. Update on Institutional Self Evaluation Report and Process for Feedback**

The Senate shall be review and discuss the first draft of the Institutional Self Evaluation Report (ISER) and the process for campuswide feedback. Possible action to take place.

**b. Classified Leadership Institute 2019**

The Senate shall discuss and consider plans to attend the California Community Colleges Classified Senate Classified Leadership Institute, June 13 – 15, 2019, at the Granlibakken Conference Center in Tahoe City, Calif. Possible action to take place.

**c. Review of Proposed Revisions to District Policies and Procedures**

The Senate shall review and consider the proposed revisions to District Policies and Procedures forwarded by the District Participatory Governance Council (DPGC). Possible action to take place.

**d. March 29 Flex Day and District Classified Professional Development Day (April 4)**

The Senate shall review and discuss the upcoming Flex Day on Friday, March 29, and the District Classified Professional Development Day on Thursday, April 4. Possible action to take place.

**e. Open Forum and General Feedback**

The Senate shall open the floor for comments, concerns, or feedback from any interested parties. Topics may be forwarded to a future agenda for more in-depth discussion and/or possible action.

**VIII. Agenda Items for Future Classified Senate Meetings**

At this time, members of the Senate may suggest agenda items for consideration for future meetings.

**IX. Final Announcements and Hearing of the Public (15 minutes per topic, 3 minutes per speaker)**

At this time, members of the Senate and members of the public may voice any concluding comments.

**X. Adjournment**

# Classified Senate of College of San Mateo

## Classified Senate Minutes

Tuesday, February 12, 2019  
College Center Building 5, Room 339

The meeting was called to order by President Fauzi Hamadeh at 2:07 p.m.

### ROLL CALL

Members Present: President Fauzi Hamadeh; Vice President David McLain; Secretary Alicia Frangos; Events Committee Chair Kathy McEachron; Senators Arianna Avendano, Russell Cunningham, Nicholas Dellaporta, Cynthia James, Carol Ullrich, and Mary Vogt

Other attendees: Alana Utsumi, Liz Schuler (Professional Development Co-Chair)

### APPROVAL OF THE AGENDA

Motion to approve the agenda by Events Committee Chair McEachron; seconded by Senator Vogt. Hearing no objections, the motion carries.

### APPROVAL OF THE MINUTES

President Hamadeh asked for any changes to the minutes from the December 11, 2018 meeting  
Motion to approve the agenda by Events Committee Chair McEachron; Seconded by Senator James. Hearing no objections, the motion carries.

### ANNOUNCEMENTS & HEARING OF THE PUBLIC

None.

### REPORTS

- Reports to come

### FLEX DAY ACTIVITIES FOR MARCH – Liz Schuler, Flex Day Co-Chair

Liz reported on the feedback received from the January Flex Day survey. Some requested topics in mid-semester flex days – more topics for classified personnel.

The March 6<sup>th</sup> Flex Day will include presentations/workshops on the following:

- Cosmetology
- College Budget
- AB 705 information
- MOT recent attendees presentation
- UndocuAlly updates
- CARES team again – more scenarios geared to classified – role playing
- Sexual orientation/identity and creating inclusive campus
- Tax law presentation

Liz and Arielle Smith are working on topics for August and forward

March 29<sup>th</sup> Flex Day will be a collaboration with Skyline and the event will be held at Skyline. Information will follow as to whether the campus will be closed and/or wither Next year, we will have a collaboration with all three campuses.

Possible future Flex Day topics:

- Focus on community building
- District PD
- Emotional intelligence
- Design thinking - Stanford
- Intersectionality
- Textbook choice and affordability
- Pedagogy

Meetings in afternoon

President Hamadeh has confirmed with President Claire that the campus will be closed on March 6<sup>th</sup> and classified employees can attend Flex Day activities. He suggested organized travel to Skyline. Encourage people to attend.

Cesar Chavez day is an Administrative Holiday – campus will be closed

It was mentioned that the District has become very strict policy on required insurance when outside presenters or activities are brought to campus. Too much work and paperwork goes into approving any guest speaker or contract worker. Alana Utsumi proposed a resolution to the District regarding this concern. President Hamadeh will look into this.

April 4<sup>th</sup> – District Classified Retreat at San Francisco Zoo

Limit on number of people who can attend for each group – District, CSM, Skyline, Canada

- Possible topics: Benefits, Banner 9, Ad Astra,
- Survey will be done at beginning of spring semester

#### **Good of the Order**

- June 13-15 – Classified Leadership Conference, Ventura, CA  
President Hamadeh will provide more information

#### **FUTURE CLASSIFIED SENATE MEETINGS**

Next meeting will be February 26th

Agenda to follow

#### **FINAL ANNOUNCEMENTS & HEARING OF THE PUBLIC**

None.

#### **ADJOURNMENT**

Motion to adjourn the meeting at 3:21 p.m. by Events Committee Chair McEachron; seconded by Senator Vogt; Hearing no objections, the motion carries.

Submitted by Alicia Frangos  
Secretary, Classified Senate  
College of San Mateo