

Classified Senate Regular Meeting Agenda

Tuesday, May 14, 2019, 3 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

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|---------------------------|------------------|
| 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 and Review of CSM Student Equity Plan 2019

The Senate shall review and discuss the CSM Student Equity Plan 2019. Possible action to take place.

b. Review of CCCC Vision for Success 2020 Metrics

The Senate shall review and discuss the proposed metrics to meet the California Community Colleges Chancellor's Office Vision for Success 2020 goals. Possible action to take place.

c. Resolutions Recognizing VPI Sandra Stefani Comerford and VPAS Jan Roecks

The Senate shall discuss and consider the endorsing resolutions drafted by the Academic Senate recognizing retiring Vice Presidents Sandra Stefani Comerford (Instruction) and Jan Roecks (Administrative Services). Possible action to take place.

d. 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, April 23, 2019
College Center Building 10, Room 401

The meeting was called to order by President Fauzi Hamadeh at 2:09 p.m.

ROLL CALL

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

Additional attendees: Rene Anderson, Lindsey Bynum, Allie Fasth, LaShonda Kennedy, Paul Sacomano, and Alana Utsumi

APPROVAL OF THE AGENDA

Motion to approve the agenda by Senator McEachron; seconded by Senator McGugan. Hearing no objections, the motion carries.

APPROVAL OF THE MINUTES

President Hamadeh asked to approve the minutes from March 12, 2019 and hold off on the March 26, 2019 minutes until the next meeting. Motion to approve the March 12, 2019 minutes by Senator McEachron; seconded by Senator James.

ANNOUNCEMENTS & HEARING OF THE PUBLIC

REPORTS

- President Hamadeh announced that the classified appreciation lunch, which was on hiatus last year, will return this year on June 5th. Update on CLI attendance: President Hamadeh cancelled 3 of the reservations.
- Senator McEachron announced the staff appreciation breakfast is May 29th in College Heights conference room from 8:30 – 10:30 a.m.
- Senator Cunningham reported that the Business Tech Department is restructuring classes; the class numbers are changing and they are offering a new online class, and a project management class.
- Senator James will be assisting the Sober Prom community outreach event.
- Senator McGugan will be attending Youth Mental Health First Aid training. President Hamadeh highly recommends that everyone try to take the workshop as he found it extremely beneficial.

- Senator Ullrich reported their department is holding a Super Saturday event and have over 140 students registered for it, with lots of other departments and clubs taking part. She also gave a head's up that calls are coming out for volunteer safety officers and emergency preparedness training.

UPDATE ON GUIDED PATHWAYS INITIATIVE

Allie Fasth (Program Services Coordinator) and her team talked to the committee to update the Guided Pathways work and update the status. She explained what Guided Pathways is -- essentially, guiding students through their college journey. The Guided Pathways team are about 1.5 years into the planning, which includes a steering committee, faculty representation, and other staff, and administrative support. She listed the elements of the program and how the faculty are working to map their programs, among other changes. Starting in the fall, the steering committee will lead the effort on mapping programs, and currently they are setting up the best practices for this to occur. She showed examples of mapping for a course and how involved it is. She says she brought it to Classified Senate to share design principles, and to find out if there might be anything they are missing.

Arianna asked how GP is different from current student plans? Allie said that the current ED plans are not as specific with regards to their pathway currently. She explained how classified's role will be understanding which pathways to guide a student toward.

President Hamadeh gave an example of how many variables go into the choices the students make.

Senator Ullrich brought up that the requirements for transfer schools are different, and Allie addressed the plan to tailor the plan to the students and their required needs.

The maps will lead to the design of meta-majors, which is putting the programs into different buckets, creating over-arching themes to different majors – but that is farther down the road.

President Hamadeh added that the 7 metrics we have to meet are tied into Guided Pathways as well.

Student-centered, transparent and flexible are the principles Allie said they wish to achieve (see handout).

President Hamadeh wondered how more vocational goals are going to fall into the Student Centered principle. Allie explained how that would work – degree completion programs as well as transfer programs. Others agreed that there should be more emphasis on certificates graduating, which is different than transfer with regard to goals and paths. Senator Ullrich mentioned that students can get a degree and transfer as well. Allie wants to create a more direct line with Classified Senate for the Guided Pathways steering committee and asked if a co-lead from Classified Senate is possible, as it would be a good leadership opportunity and presence for Classified, to improve their leadership structure.

REVIEW OF DISTRICT POLICIES AND PROCEDURES

President Hamadeh presented the District policies for the committee's review, showing the changes they have made to the policies and asking for feedback.

He asked for any additional changes, suggestions and requested they be sent to Senator Vogt before May 4th should any changes be requested, so that she can present them at the next District Participatory Governance Committee meeting.

ELECTIONS

President Hamadeh presented a new Election Timeline Draft to the committee, which includes proposed rules and guidelines. The announcement would be April 29, then a May 10 deadline to register as a candidate, May 14th-16th the polls open online, and May 17th election results announced.

He proposed that since there are 6 senator positions, 3 randomly chosen to serve a 1-year term in order to begin staggering the terms (see handout).

He also suggested adding the position of Historian.

President Hamadeh was open to senators volunteering rather than random choosing, so they can volunteer for a one year term or be chosen randomly.

Cindy asked about the President/President Elect overlap and Pres Hamadeh said that will take more research, so will not apply for this go-around.

He distributed Chaffey College's elections rules for an example of how we could emulate or adapt theirs to fit the committee's needs.

Senator Ullrich reiterated how necessary it is for the President overlap because of the learning curve and experience.

LaShonda Kennedy expressed concern about how big a commitment so many years would be for a president and asked if there are term limits. President Hamadeh said there are not currently term limits.

Advertising for the election will begin next week.

DEBRIEF FOR MARCH 29 FLEX DAY

Senator Vogt said she attended the Flex Day activities at Skyline and enjoyed the class she attended although it was more geared probably toward faculty than classified.

Update from Vice President McLain on future Flex Days, for fall, Guided Pathways will be doing some sessions so it might also be more faculty focused, but the one after that, he wants ideas on flex day events that are more geared toward classified staff (for October).

DEBRIEF FOR ZOO TRIP

A good time was had by all, the weather was good and there was a lot of positive feedback from the trip to the San Francisco Zoo.

PROFESSIONAL DEVELOPMENT UPDATE

With the return of Harry Joel at the District, there has been discussion about the return of the Santa Rosa retreat for Classified Development. Historically, it was a 3-day, 2-night trip paid for by the District, but put on hiatus several years ago. One of the things the planning committee wants to do is the Santa Rosa trip on alternating years, with a one-day trip in alternating years.

Another concern is disproportionate attendance by all 3 colleges and how to address that.

The state chancellor's office has funding legislation releasing 5 million state-wide for Classified Senate development related to the Vision for Success. CSM is getting \$108K for the Vision for Success. President

Hamadeh will be emailing the committee more info soon. The funds are earmarked for professional development for classified only.

OPEN FORUM AND GENERAL FEEDBACK

Regarding CSM Theater Staffing: President Hamadeh has found accessibility to the theater is not too great. The expectation was to have somebody hired by mid-spring semester, but it has not happened. There is no designated person to run the audio/visual system, which means most people who want to use the theater cannot. President Hamadeh asked for some feedback from classified staff, so he can bring it up with President Claire.

Senator James said it was a big problem not being able to use it for their Cosmetology Department events. Senator Ullrich said it is very chaotic to try to be able to use it because there is no one available. Senator McEachron said they have been promised for a year that the person would be hired, so she recommended that they agree to getting someone soon. LaShonda Kennedy related her experience with spending thousands of dollars to set up Bayview in order to be able to host events because they could not use the theater with AV/chairs, etc. for big important events where the theater would be much better – so it is less cost-effective, more expensive and time-consuming not to be able to use the theater.

Alana Utsumi gave an example about certificate recipients not being able to use the theater, and students are upset they used a classroom for their certificate ceremony. They ended up having it in the choir room, but it should have been in the theater.

Everyone agreed that they enjoyed or benefited from being able to hold or attend presentations, screenings, ceremonies, etc.

President Hamadeh says that some groups can use the space and some could not, which is also a problem.

General consensus is that we need to hire someone and everyone wants to be able to use the theater. Pres Hamadeh said he would take the concerns and feedback to President Claire.

ANNOUNCEMENT ON BOARD DISCUSSION OF PROPOSED STUDENT HOUSING

President Hamadeh brought up AB 302, which would allow students to stay in their cars in campus parking lots overnight. Maurice Goodman has come out strongly against it (band-aid solution and sets a bad precedent, puts a burden on colleges, liability, etc.). Vice President McLain offered that it is not a dignified solution. President Hamadeh said the pro- view was that it would at least protect students somewhat. The board will be discussing it tomorrow night at the monthly Board Meeting and there is also an alternative proposal to build housing for students, vets, formerly incarcerated youth and international students. The majority of the units would go to international students who would subsidize it for the other populations.

TRANSPORTATION TASK FORCE UPDATE

President Hamadeh is chairing the task force and it only was able to meet once, but will meet May 2nd about solutions. IPC agreed to allow the taskforce to continue into next year. His hope is that as it moves forward there will be opportunity for open forums and proposed solutions. He's hoping for more of a concerted effort. It has to be cost-effective and sustainable.

COMMENCEMENT

Tickets for commencement need to be picked up by Annie Theodos if you want them. First come first serve.

FUTURE CLASSIFIED SENATE MEETINGS

Next meeting will be May 14 with agenda to follow

FINAL ANNOUNCEMENTS & HEARING OF THE PUBLIC

None.

ADJOURNMENT

Motion to adjourn the meeting at 3:42 p.m. by Senator McEachron; seconded by Senator Ullrich.
Hearing no objections, the motion carries.

Submitted by Mary Vogt
Senator, Classified Senate
College of San Mateo

DRAFT