

**San Diego Mesa College  
Classified Senate  
Meeting Notes**

Thursday, November 14, 2019  
11:00 a.m. – 12:30 p.m., I4-402

<b>ATTENDEES/ PROXIES</b>	<b><i>Executive Officers</i></b>	<b><i>Ad Hoc Positions</i></b>
	Charlie Lieu, President	Danielle Short, AFT Liaison (absent)
	Eva Parrill, Vice President	Sahar (Mona) King (absent)
	Alicia Lopez, Senate Manager	Trina Larson
	Alan Goodman, Treasurer	Johanna Alleman (absent)
	Naayieli Bravo, Member at Large (absent)	Zulma Heraldez
	<b><i>Senators</i></b>	
	Elizabeth Jones	<b><i>Attendees</i></b>
	Amara Tang	Catherine Cannock
	Marco Chavez (absent)	Gity Nematollahi
	Ana Fuentes (absent)	
	Jennifer Osborne (absent)	
	Cynthia Purnell (absent)	
Anda McComb (absent)		

**Agenda Item 1: Call to Order:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>The meeting was called to order by Charlie Lieu, Senate President, at 11:08 am and welcomed all attendees.</li> </ul>
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**Agenda Item 2: Review and Approval of Minutes:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li><b>October 10, 2019 – Tabled</b></li> <li><b>October 24, 2019 -- Tabled</b></li> </ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"> <li>upload minutes</li> </ul>	<ul style="list-style-type: none"> <li>Alicia</li> </ul>	<ul style="list-style-type: none"> <li>n/a</li> </ul>

**Agenda Item 3: Welcome/Introductions:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>The meeting was called to order by Charlie Lieu, Senate President, at 11:08 am. We celebrated November birthdays with donuts and coffee at the beginning of the meeting.</li> </ul>
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**Agenda Item 4: Executive Board & Senator Reports:**

<b>DISCUSSION</b>	<p>a) President- Charlie Lieu</p> <ul style="list-style-type: none"> <li><b>President’s Fall Retreat Recap-</b> There was a discussion for the upcoming Educational Master Plan such as what the plan will be, where and how we see ourselves 10 years from now. We are now working with a consultant in this process. They are looking to expand the taskforce, so all schools, departments, and divisions are included. The Master Plan is due fall 2020. They are looking for subject matter experts for the taskforce and classified professionals are encouraged to get involved.</li> <li><b>Mesa Pathways Committee-</b> MPC held a vocabulary activity to help everyone on campus gain a better understanding of the vocabulary/terms used and create a glossary of terms used within the Mesa community. Students were invited to sit at each table with faculty and staff to discuss and define key terms together. The next MPC meeting will be to further develop a glossary and description to share with the Mesa community.</li> <li><b>DGC Recap-</b> Any positions rehired will go through a process. Positions funded with General fun restricted funds are being reviewed for justification for hire. SD Mesa has had student services positions in this funding category approved and two instructional lab technician positions were approved. <ul style="list-style-type: none"> <li>Manuel and Charlie presented some issues to the board regarding Campus Solutions tool/PeopleSoft. They shared challenges about lack of collaboration and communication, need more training, and pressure of additional work on top of regular work assignments for some departments. There is a feeling of pressure on changes. There is a high need for: <ol style="list-style-type: none"> <li>Improved communication</li> <li>Cross-training</li> <li>Establishment of monthly/quarterly meetings for all</li> </ol> </li> <li><b>District Training:</b> The district provided Microsoft Training to classified professionals. This training was funded by the Classified School Employee Professional Block Grant provided through Assembly Bill (AB) 1808. The Microsoft Office (Excel and Outlook) trainings will be presented at twenty different sessions hosted across the district on different campuses as well as at the district office.</li> </ul> </li> <li><b>Events Recap (Taste of Mesa, Mesa Journeys Flex, AFT Hike, Career Talk Flex)</b> <ul style="list-style-type: none"> <li><b>Taste of Mesa-</b> Charlie attended part of a contest for classified dues. There were different stations and same</li> </ul> </li> </ul>
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ingredients. Each station had to create different variations of dishes using the same ingredients. Charlie reports it was an awesome event. Classified Professional, Rocio Sandoval, won the raffle at the event.

- o **Career Talk Flex-** Alicia attended the Career Theory Trainings offered October 21<sup>st</sup> & 25<sup>th</sup> called “Career Development and Gen Z” offered by the Mesa Pathways-Onboarding and Career Exploration workgroup. This training was offered to full-time counselors, adjunct counselors, graduate counselor interns, aspiring counselors, faculty, and classified professionals interested in learning about career theory techniques to get ahead of Guided Pathways Models and use the techniques in counseling sessions, workshops, and in the classroom. Attendees learned about the career development process, how to have career conversations with students, and strategies for working with Gen Z students. Training was presented by Kellie Corbisiero, Professor and NCDCA Certified Career Counselor, at Connect Career Consulting.

b) Vice President- Eva Parrill

- **PCAB Recap-** Parrill shared that Master Planning taskforce is looking for participants.
- **Thanksgiving Feast-** Parrill also shared that Associated Students is hosting a Thanksgiving Feast and are in need of volunteers.

c) Senate Manager- Alicia Lopez

- No report

d) Treasurer- Alan Goodman

- No report

e) Member at Large- Naayieli Bravo

- No report

f) Senator Reports

- No Reports

g) Ad-hoc Reports

- No Reports

h) AFT Liaison Report- Danielle Short, JD

- No Report

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• n/a</li> </ul>	<ul style="list-style-type: none"> <li>• n/a</li> </ul>	<ul style="list-style-type: none"> <li>• n/a</li> </ul>

**Agenda Item 5: Committee & Department Reports**

<b>DISCUSSION</b>	<p>a) Professional Development (Larson &amp; Parrill)</p> <ul style="list-style-type: none"> <li>• Parrill shared that about the upcoming Book Club on Dec. 6<sup>th</sup> called Daring Greatly by Brene Brown. There will be another event on January 22<sup>nd</sup> where attendees will clarify values, identify strengths and areas of improvement.</li> <li>• Late February 2020, Larson is working on bringing a facilitator for an event to help us develop authentic community so we can involve that in our equity planning and personal work.</li> </ul> <p>b) Mesa Pathways (Larson, Lieu)</p> <ul style="list-style-type: none"> <li>• All workgroups are figuring out a way to incorporate students’ voice in the work. One goal area of the workgroups is to identify students’ needs.</li> </ul> <p>c) Student Equity (Aleman)</p> <ul style="list-style-type: none"> <li>• No report</li> </ul> <p>d) Strong Workforce (King)</p> <ul style="list-style-type: none"> <li>• No report</li> </ul>
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**Agenda Item 6: Activity Reports/Updates/Activities**

<b>DISCUSSION</b>	<p>a) Board of Trustee’s Mesa Visit- Nov. 14<sup>th</sup> (MC 211)</p> <p>b) AS Thanksgiving Feast-Nov. 21<sup>st</sup> (2:00-5:00 pm)</p> <p>c) Kitchens for Good –Nov. 18<sup>th</sup></p> <p>d) Liaison Assignments (Lieu)</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

**Agenda Item 7: New Business**

<b>DISCUSSION</b>	<p>a) Classified Senate Scholarship: (Parrill)</p> <ul style="list-style-type: none"> <li>○ Every year there are two classified scholarships offered.</li> <li>○ This year we will be offering four scholarships at \$300 each.</li> <li>○ Two for full-time and two for part-time</li> <li>○ The scholarship will open in January and close in February.</li> </ul> <p>b) December Fundraiser- Ex. 1 and 2 (Lieu)</p> <ul style="list-style-type: none"> <li>○ Hot chocolate mason jars will be sold for the fundraiser at a limited supply</li> <li>○ Volunteers will be needed to build, market, and deliver</li> </ul>
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	<ul style="list-style-type: none"> <li>○ This will be something one can purchase for someone else to show appreciation</li> <li>○ Flyer will be emailed Monday 11/18 &amp; hot chocolate will be sold through Dec. 6<sup>th</sup> or until we sell out. Deliveries will be on 12/9, 12/10, 12/11</li> <li>c) Classified on-campus social- Dec. 13<sup>th</sup> (Parrill) <ul style="list-style-type: none"> <li>○ There will be a classified social on campus and it will be planned with the Classified Equity Taskforce. The event will take place on Friday, December 13<sup>th</sup> and it will be called “Natcho Average Classified Social” where classified will build community and have nachos.</li> </ul> </li> <li>d) Indigenous People’s Day Resolution (Lieu) (Tabled)</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

**Agenda Item 8: Old Business:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>a) Guided Pathways Self-Assessment- 2<sup>nd</sup> Read: (Lieu) <ul style="list-style-type: none"> <li>○ Toni Parsons and Charlie Lieu shared that President Pam reviews the document after Classified Senate and Academic Senate have reviewed and then it goes to the board by March 2020. Classified professionals are to reflect on where do we sit in the work of guided pathways and include our participation along with Academic Senate to help serve the needs of students. The purpose of this document is internal and it will serve as a guideline for us all in the work of guided pathways. Toni will included all notes and suggestions from Classified Senate in the self-assessment and will bring this along to Academic Senate.</li> </ul> </li> <li>b) Resiliency Fund- Free Throw Challenge- Big Day (Lieu) <ul style="list-style-type: none"> <li>○ Foundation will match the funds raised. Thank you to all who helped make this event a success. Shout out to Amara Tang who helped with the logistics for this event.</li> </ul> </li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

**Agenda Item 9: Announcements/Events:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>a) Board of Trustee’s Mesa Visit- Nov. 14<sup>th</sup> (4:00 pm @ MC 211)</li> <li>b) Kitchens for Good- Nov. 18<sup>th</sup></li> <li>c) Innovation Grant (Request for Proposals) –Due Nov. 18<sup>th</sup></li> <li>d) Mesa College Holiday Reception-Dec. 4<sup>th</sup> (11:00 am-1:00 pm @ MC 211)</li> <li>e) District Office Microsoft Skills Training – Calendar of Trainings</li> </ul>
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**Agenda Item 10: Roundtable:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• No report</li></ul>
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<b>ACTION ITEMS</b>	<b>PERSON RESPONSIBLE</b>	<b>DEADLINE</b>
<ul style="list-style-type: none"><li>• n/a</li></ul>	<ul style="list-style-type: none"><li>• n/a</li></ul>	<ul style="list-style-type: none"><li>• n/a</li></ul>

**Agenda Item 11: Next Meeting:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• December 12, 2019, 11:00 am - 12:30 pm, Location: I4-402</li></ul>
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**Agenda Item 12: Adjournment:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• The meeting was adjourned at 12:35 pm</li></ul>
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Taken by Alicia Lopez

Submitted by Alicia Lopez, Senate Manager

Approved on: \_\_\_12/12/2019\_\_\_\_\_