

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

Thursday, February 13, 2020
11:00 a.m. – 12:30 p.m., LOFT

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

Agenda Item 1: Call to Order:

DISCUSSION	<ul style="list-style-type: none"> The meeting was called to order by Charlie Lieu, Senate President, at 11:05 am and welcomed all attendees.
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Agenda Item 2: Review and Approval of Minutes:

DISCUSSION	<ul style="list-style-type: none"> January 9, 2020 <p>First Motion to approve by Elizabeth Jones, Second Motion approved by Amara Tang. All in favor. Minutes approved with no objections at 11:08 am.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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• upload minutes	• Alicia	• n/a
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Agenda Item 3: Welcome/Introductions:

DISCUSSION	<ul style="list-style-type: none"> • The meeting was called to order by Charlie Lieu, Senate President, at 11:00 am. • Lieu introduced guest Isabel O’Connor, VPI, to present the new Mesa Instructional Council committee proposal • New Mesa Instructional Council: <ul style="list-style-type: none"> ○ Context: Proposal of a new Instructional subcommittee council is in the works. The idea is to bring many departments to work together on all items instruction related and meet once a month. ○ Conversations within this subcommittee will include enrollment management and looking at how we strategically enroll from high school students and our current students ○ Membership will be a 2 year membership and the subcommittee is looking to find classified professional members
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Agenda Item 4: Executive Board & Senator Reports:

DISCUSSION	<p>a) President- Charlie Lieu</p> <ul style="list-style-type: none"> • Spring Convocation Recap- Spring convocation was well attended and there were activities presented by the Mesa Pathways Committee. The activities consisted of presenting all with student scenarios to look at a Mesa student experience snapshot. Alias names were created for the scenarios. • LRC Tour Recap- This was a great tour where Classified Senate had the opportunity to learn about the variety services offered at the LRC such as the book scanner available to students, textbooks on reserve, and the tutoring services available in the LRC. • 1/27/2020 Mesa Pathways Retreat Recap- The activity presented at Spring convocation was organized by the Mesa Pathways Committee. The purpose of the activity was to look at student profile scenarios in order to get a snapshot of what process procedures do we have in place that may hinder students from onboarding, transferring, and graduation. In addition, it was important to reflect on how we can best support students by understanding the procedures we have in place. At each table, student volunteers who attended the event sat with retreat participants. Student volunteers contributed to the conversations around the retreat activities and shared their experiences. Throughout the retreat, the four Mesa Pathways workgroups shared
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their current work and provided updated goals for the coming year.

- **2/5/2020 DGC Recap** - Charlie attended the meeting where the retirement of Chancellor Dr. Constance Carroll and Vice Chancellor of Human Resources, Will Surbrook was announced. There were some coronavirus updates given at the meeting as well in regards to general guidance to take with students if students are contracted with the disease.
 - **Senate Representative Fee**- There was a dollar increase in the CA student senate representative fee to go towards student senate. It's an option and for now this will be funded by the district.
 - **Tuition increase for non-resident students**- There was an increase in tuition for non-resident students which directly affects international students. The increase is from \$264 to \$290 per unit starting in the fall of 2020. The application fee will remain the same at \$100 fee.
- **2/12/2020 Budget Planning & Development Meeting Recap (Tabled)**

b) Vice President- Eva Parrill

- **PCAB Recap**- Parrill shared that there is a new agreement between Mesa and SDSU on a Business Degree that will be cohort based and is expected to begin in the fall 2020. The program is an online.
 - **Enrollment report**- Mesa has enrolled as many students as our primary goal for spring semester but could be even higher. We won't know until enrollment deadlines are met.

c) Senate Manager- Alicia Lopez

- **2/12 Mesa Pathways Committee Recap- (Tabled)**
- No report on other items

d) Treasurer- Alan Goodman

- No report, will provided account updates at the next meeting

e) Member at Large- Naayieli Bravo

- No report

f) Senator Reports

- Elizabeth Jones, Senator, shared that Admissions was impacted with questions about enrollment. An issue was caught on Campus Solutions which was bypassing pre-reqs and allowing course enrollments that required a pre-req.

g) Ad-hoc Reports

- No Reports

	h) AFT Liaison Report- Danielle Short, JD <ul style="list-style-type: none"> No Report 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 5: Committee & Department Reports

DISCUSSION	<p>a) Professional Development (Parrill)</p> <ul style="list-style-type: none"> AFT Mentor Program- Parrill shared that about the AFT Mentor Program. Program participants will enroll in courses to accumulate units and will be matched with a mentor. A speaker will be joining our next senate meeting to share the curriculum with Classified Senate. <p>b) Mesa Pathways (Lieu)</p> <ul style="list-style-type: none"> 2/12/2020 Mesa Pathways Recap- (Tabled) Alicia, Senate Manager, attended on behalf of Charlie Lieu and will provide a summary at next senate meeting. <p>c) Student Equity (Aleman)</p> <ul style="list-style-type: none"> Charlie Lieu shared that Classified Senate will be supporting at a Farmer’s Market which will be our “Classified Senate Volunteer Day” on Thursday 3/19/2020 at noon. All interested can stop by anytime.
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Agenda Item 6: Activity Reports/Updates/Activities

DISCUSSION	<p>a) Classified Leadership Institute Conference – June 11-13 (Parrill)</p> <p>b) Classified Senate & Professional Learning Collaboration Meeting 2/12 @LOFT (12:45 -2:15)- (Parrill)</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 7: New Business

DISCUSSION	<p>a) Name Tag Project: (Lieu)</p> <ul style="list-style-type: none"> o Caring Campus Goal for when working with students, other
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	<p>classified professionals, administration, and faculty. The pros and cons regarding the project were shared. Some members shared that this might create more separation of class for classified who work in areas with faculty. Danielle Short mentioned that potentially having an interchangeable name tag would be more cost effective.</p> <ul style="list-style-type: none"> ○ There was a discussion about who would support financing this project is Admin Services, Mesa Pathways, or Student Affairs. ○ There are 250 classified professionals. Jennifer Park mentioned that to roll out the project it might be beneficial to have a point person then each office have a lead to make sure their office list is correct and names are spelled correctly, then provide the list to the point person who will then send it to the vendor. The idea was brought up about having a Google form to carry out the project. <p>b) Classified Service Awards – May 20th</p> <p>c) Classified Employee of the Year Award (Goodman)</p> <ul style="list-style-type: none"> ○ Classified Senate will explore the possibility of administering this year’s Classified Employee of the Year award, taking over the process from the Business Services office. We will also look into conducting the process electronically. <p>d) District Budget Meeting Support (Lieu/Parrill)- (Tabled)</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 8: Old Business:

DISCUSSION	<p>a) Classified Professionals Commencement Participation- Senate Survey (Lieu)</p> <ul style="list-style-type: none"> ○ This activity is an activity where classified professionals are not formally invited to but they are invited to volunteer and help at this event. As a senate, we would like to find out more information from other members if this is an event that classified professionals would like to formally participate in.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 9: Announcements/Events:

DISCUSSION	<ul style="list-style-type: none"> a) Classified Senate Volunteers at Farmer’s Market – March 19th b) District Professional Development Opportunities <ul style="list-style-type: none"> • Microsoft Office Trainings/Which Training is right for you • Spring 4-Hour Classified Workshops • Spring 4-Hours Classified Workshops- Part 2 • Situational Awareness Workshops
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Agenda Item 10: Roundtable:

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

Agenda Item 11: Next Meeting:

DISCUSSION	<ul style="list-style-type: none"> • February 27, 2020, 11:00 am - 12:30 pm, Location: I4-402
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Agenda Item 12: Adjournment:

DISCUSSION	<ul style="list-style-type: none"> • The meeting was adjourned at 12:35 pm
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Taken by Alicia Lopez
Submitted by Alicia Lopez, Senate Manager
Approved on: 4/23/2020