

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

Thursday, June 25, 2020  
11:00 a.m. – 12:30 p.m., Virtual Zoom

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

**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 11:05 am and welcomed all attendees.</li> </ul>
-------------------	--

**Agenda Item 2: Review and Approval of Minutes:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li><b>March 12, 2020 – Tabled</b></li> <li><b>June 11, 2020 – Review</b></li> </ul> <p>First Motion to approve by Eva Parrill, Second Motion approved by Alan Goodman. All in favor of 6/11/2020 minutes approved with no objections at 11:07 am.</p>
-------------------	---

--	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<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 11:04 am.</li> </ul>
-------------------	---

**Agenda Item 4: Executive Board & Senator Reports:**

<b>DISCUSSION</b>	<p>a) President- Charlie Lieu</p> <ul style="list-style-type: none"> <li><b>6/23/2020 PCAB Meeting-</b> Classified Senate reported out on joint message that senates across SDCCD put together. We got congratulatory note from Chancellor. The message is to stand up against racism and to join together in solidarity to continue to work together with all and faculty. This was shared with Pam.             <ul style="list-style-type: none"> <li>Classes are going back this week to finish up hours for accreditation. May serve as a pilot for what works/what to improve on for fall.</li> <li>AFT will be working with the district. Jim Mahler emailed all a set of guidelines to work with SDCCD to ensure safety of all being brought back to work on campus. AFT will look at all different cases/scenarios and work to ensure equitable practices are followed before employees are brought back to campus.</li> <li>Student Services: United Way Financial Aid assistance that just launched this week. CARES ACT excludes DACA, so United Way is providing assistance to students with DACA status.</li> <li>Campus is putting together a graduation car parade. Encourages all to sign up/volunteer. Social distancing guidelines will be in place and shared with all and it will be in July 15th from 9 am -12 pm. Eva Parrill would like to encourage all to read the email from Constance Carol about the budget update. There was grim information in the May revise but not as grim as it was initially looking.</li> </ul> </li> </ul> <p>b) Vice President- Eva Parrill</p>
-------------------	---

	<ul style="list-style-type: none"> <li>• No Report</li> </ul> <p>c) Senate Manager- Alicia Lopez</p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p>d) Treasurer- Alan Goodman</p> <ul style="list-style-type: none"> <li>• <b>Senate Budgets</b> - All Senate balances are the same and Alan just completed any remaining deposits.</li> </ul> <p>e) Member at Large- Naayieli Bravo</p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p>f) Senator Reports</p> <ul style="list-style-type: none"> <li>• Amara shared UC &amp; SDSU transcript deadlines.</li> <li>• Anda shared PeopleSoft data tables. She also shared the graduate survey is closing in the next couple of weeks.</li> </ul> <p>g) Ad-hoc Reports</p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p>h) AFT Liaison Report- Danielle Short, JD</p> <ul style="list-style-type: none"> <li>• No Report</li> </ul>
--	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

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

<b>DISCUSSION</b>	<p>a) <b>Professional Development (Parrill)</b></p> <ul style="list-style-type: none"> <li>• <b>Virtual ClassiCon (June 2-4) Recap-</b> Parrill shared that they received good feedback for the virtual ClassiCon. President Pam and Lorenze Legaspi, VP of Administrative Services, had a session to talk about the budget. They are always looking for feedback. Eva encouraged those who attended to please fill out the survey from the week of events.</li> </ul> <p>b) <b>Mesa Pathways (Lieu)</b></p> <ul style="list-style-type: none"> <li>• <b>New coordinators (Toni Parsons, Howard Eskew, and Marisa Alioto)</b> - Interviews were held, Marisa Alioto was added as a coordinator and bring will in the counseling and student services perspective in the leadership team.</li> </ul> <p>c) <b>Student Equity (Aleman)</b></p>
-------------------	--

	<ul style="list-style-type: none"> <li>• No Report</li> </ul>
--	---

**Agenda Item 6: Activity Reports/Updates/Activities**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>a) United Way Financial Assistance</li> <li>b) <a href="#">Mesa College Graduation Car Parade</a> (7/15/2020 @9:00 am)</li> <li>c) Mesa Virtual Commencement (7/17/2020 @10:00 am)</li> </ul>
-------------------	--

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 7: New Business**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>a) <b>Review of CARES Act funding for Classified Professionals (Lieu, Anda, Lorenze)</b>- Charlie shared that we have about 30 responses to the survey so far in regards to our working conditions. The categories in the survey included technical needs and professional learning. Next, Anda pulled together main themes from the survey and shared that more than half classified professionals would like to have access to laptops with enough memory to successfully do their work. There was another survey statewide or nationwide that surveyed people and their items top were technology. <ul style="list-style-type: none"> <li>○ Alan commented on working on some awareness of Microsoft and Adobe Acrobat Pro/365 for free. Some items people are asking for, we might be able to provide.</li> <li>○ Lorenze stated to work with Supervisors to swap out laptops and shared this would be the best starting point for specific office needs. Concern on extrapolating the needs for all of our employees.</li> <li>○ Charlie asked Lorenze if there is a certain amount set aside for Classified? Since this is part of a larger funding and asked if that number will be transparent. Point we want to push across that the need is there and hopefully we get dedicated funds. Eva shared that if all departments will be doing something then it needs to be the same across the board.</li> <li>○ Professional Learning: Charlie mentioned that all departments doing things different with how we are serving our students. Different programs can share an overview of how they are serving students. Can be broadcasted, how they have transitioned to serve students in a virtual environment.</li> <li>○ Alicia expressed the need for student connection with people over the phone. They are struggling to reach certain</li> </ul> </li> </ul>
-------------------	--

- departments and getting lost in the chaos. I don't know what the remote processes are for other departments after going remote and it would be helpful to learn what they are.
- Anda mentioned the need for a student platform such as Starfish so students are better communicated to Mesa and SDCCD, this is a need.
- Charlie expressed a need to train classified professionals on SDCCD portal and Canvas because those are the most used platforms for our students. Along with using Zoom and how to better serve our students. Maybe coming with a unified large scale message about all of these resources. Ask presenters/classified professionals to facilitate and provide them with a stipend for developing these trainings.
- Anda, there's a catch 22, if classified prof. struggling with laptops and stuff, and not having a flexibility on projects. The request for ongoing online training-according to survey, there is a learning curve among classified professionals for creating a space for this learning is valuable.
- Charlie shared that all are trying to survive and it's hard because of deadlines to meet.

- b) **Article: How to Respond to Racial Microaggressions When They Occur (Lieu)**- Brief moment to discuss any workshops that anyone has attended within the last few weeks. Eva shared about one that Ashanti is a board member of and this workshop was about leading productive conversations on racism. Some items learned in the workshop were how conversations on racial microaggressions are hard to have and can be really awkward. Colleagues of color can feel like they can't discuss or feel comfortable with sharing their experiences which can lead in disengagement. Sensitivity is important. Listening is important. Not wanting to get embarrassed.
- Charlie attended a workshop last Wednesday. "Heal and be Real" talked about developing listening skills and being an active listener. Listen to each other and not listen to respond. Second segment broke out into groups with African American colleague. Some common misunderstandings were shared and how to support and better understand our African American/Black students. There may be some sensitive questions but in order to learn and understand its important to open up our minds and just simply ask depending on the situation.
  - Charlie-commented that at some point we have experienced racial microaggressions. Charlie recommending an article on addressing microaggressions. It was written by Dr. Wood and Dr. Harris within our partnership on Teaching Men of Color. At the end of the day, its hurtful to vocalize our feelings. It's important to bring up topics in an honest and authentic way

	<p>and not in an antagonizing way.</p> <p>Article: <a href="https://diverseeducation.com/article/176397/">https://diverseeducation.com/article/176397/</a></p> <ul style="list-style-type: none"> <li>○ Anda shared about some sessions she attended at NCORE, she gathered that it is really important to be kind, check thoughts before they become actions/words, get to know people first to then be able to understand what their preferences are.</li> <li>○ Danielle expressed how glad she is that we are having conversation and would like for these conversations to not stop happening just because people are not upset/protesting.</li> <li>○ Charlie then expressed that we must reflect on all processes and procedures and that we still have a lot to learn about each other.</li> <li>○ Anda shared a racial bias video: <a href="https://youtu.be/rVNb53lkBuc">https://youtu.be/rVNb53lkBuc</a></li> <li>○ Charlie shared that this is our last meeting for the year. He thanked all Classified Senate team members and recognized that we have done a lot this past year. Goal of collaboration and bringing people together across campus, AFT, and district to have a better understanding of what we do and how we contribute to the campus.</li> </ul> <p>c) <b>Classified Senate Evaluation Survey (Lieu)</b>- Charlie will send the survey to all to provide feedback for future planning. Charlie expressed appreciation of our contributions this past year and in how to better serve our students. Great year of working together!</p> <p>d) <b>4CS Listserv (Lieu)</b>- 4CS is the listserv for Classified Community College Senates. On Friday, July 17th, the Board of the California Community Colleges Classified Senate (4CS) approved the adoption of the 4CS Board Statement and Resolution in Support of Our Black Community in which we acknowledged the ongoing systemic racism and resolved to support and advocate for our Black colleagues, students, and communities.</p>
--	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

**Agenda Item 8: Old Business:**

<b>DISCUSSION</b>	<p>a) <b>District’s Outstanding Classified Employee of the Year Reminder (Lieu)</b>- The district has a separate award called District’s Outstanding Classified Employee of the Year. The district is seeking nominations for one outstanding classified employee of the year. Only classified can nominate and vote. Marco, Anda, and Charlie worked on this together to administer the roll out. 2-week period for the</p>
-------------------	--

	<p>nomination (June 15-26) , voting is June 29-July 6<sup>th</sup>.</p> <p>b) <b>Update on Classified Equity Taskforce- Call to Action (Parrill)-</b> Vote on <a href="#">new name badge design</a>. Project is currently on hold due to remote working conditions.</p>
--	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

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

<b>DISCUSSION</b>	<p>a) <a href="#">Caring Campus: Supporting the Professional Staff in a Virtual Environment – 6/25 @1:00 pm</a></p> <p>b) <a href="#">Project Implicit</a></p> <p>c) District Professional Development Opportunities</p> <p>d) <a href="#">Virtual Classified Leadership Institute</a> (Recorded Sessions)</p>
-------------------	--

**Agenda Item 10: Roundtable:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• No Report</li> </ul>
-------------------	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

**Agenda Item 11: Next Meeting:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• July 23, 2020, 11:00 am - 12:30 pm, Location: Virtual on Zoom</li> </ul>
-------------------	---

**Agenda Item 12: Adjournment:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• The meeting was adjourned at 12:20 pm</li> </ul>
-------------------	---

Taken by Alicia Lopez  
 Submitted by Alicia Lopez, Senate Manager  
 Approved on: \_\_8/27/2020\_\_\_\_\_