

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

Thursday, October 26, 2017  
10:00 a.m. – 11:30 a.m., LRC 432

<b>ATTENDEES/ PROXIES</b>	<b><i>Executive Officers</i></b>	<b><i>Ad Hoc Positions</i></b>
	Trina Larson, President	Naayieli Bravo
	Yolanda Catano, Vice President	Jacqueline Collins
	Alan Goodman, Administrator	Olivia Picolla
	Charlie Lieu, Treasurer	Des Short
	Angie Avila, Member at Large	Brandon Terrell (excused)
	<b><i>Senators</i></b>	<b><i>Attendees</i></b>
	Johanna Aleman (excused)	
	Kathy Fennessey	
	Alma Fuentes	
	Mona King	
	Leanne Kunkee	
	Eva Parrill	

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

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>The meeting was called to order by Larson at 10:02am</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 12, 2017 minutes – approved</b></li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>upload minutes</li> </ul>	<ul style="list-style-type: none"> <li>Alan</li> </ul>	<ul style="list-style-type: none"> <li>Before next meeting</li> </ul>

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

<b>DISCUSSION</b>	a) New Senators: Alma Fuentes, Leanne Kunkee, Mona Sahar b) Exec Offices Liaison: Jacqueline Collins c) AFT Liaison: Danielle Short
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**Agenda Item 4: Executive Board & Senator Reports:**

<b>DISCUSSION</b>	<p>a) President- Trina Larson</p> <ul style="list-style-type: none"><li>• Academic Forgiveness for DACA students – DACA students whose classes have been impacted by their uncertainty and concern may withdraw from their classes and apply for academic forgiveness, which would remove classes with Ws from their transcripts and allow them to receive refunds. (SEE ATTACHMENT #1)</li><li>• Hunger Free Campus<ul style="list-style-type: none"><li>○ \$2.5mil for state, \$40k for The Stand</li><li>○ One-time money, must spend by June 2019</li></ul></li><li>• Guided Pathways<ul style="list-style-type: none"><li>○ The State Chancellor’s Office is committed to providing clear completion pathways for students and is providing funding and technical assistance to help colleges examine their academic and student services pathways. More to come. Stay tuned.</li></ul></li><li>• Winter CRUISE<ul style="list-style-type: none"><li>○ One week during intersession</li><li>○ Need 6-8 people for financial literacy - Jan 10, 11am-12:30pm<ul style="list-style-type: none"><li>•Kathy, Trina, Kathy, Trina, Johanna, Leanne, Eva</li></ul></li><li>○ Need 4-6 people for icebreaker - Jan 11, 8:30-9am<ul style="list-style-type: none"><li>•Yolanda, Olivia, Angie, Trina</li></ul></li></ul></li></ul> <p>b) Vice President- Yolanda Catano</p> <ul style="list-style-type: none"><li>• Nationwide DACA art initiative press conference - Oct 30</li><li>• SEE ATTACHMENT #2</li></ul> <p>c) Administrator- Alan Goodman</p> <ul style="list-style-type: none"><li>• All web updates have been made</li><li>• Need headshot photos for website for new members (Alma, Leanne, Mona, Jacqueline, Naayieli, Danielle, Brandon)</li></ul> <p>d) Treasurer- Charlie Lieu</p> <ul style="list-style-type: none"><li>• Online accounts set up</li></ul> <p>e) Member at Large- Angie Avila (no report)</p> <p>f) Senator Reports (no report)</p> <ul style="list-style-type: none"><li>• ASG leadership retreat this weekend at Doubletree, executive team to speak</li></ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>send pictures to Alan</li> </ul>	<ul style="list-style-type: none"> <li>new members</li> </ul>	<ul style="list-style-type: none"> <li>asap</li> </ul>

**Agenda Item 5: Project Management Tool: Basecamp**

<b>DISCUSSION</b>	<p>a) Basecamp Walkthrough (Lieu, Bravo)</p> <ul style="list-style-type: none"> <li>All senate members will be added to the SD Mesa Classified Senate HQ workspace.</li> <li>The Basecamp Team (Charlie and Naayieli) will create project folders and add people to the project</li> <li>Keep and share group documents &amp; files</li> <li>To-do list to keep organized</li> <li>Schedule will update into Outlook too</li> <li>Charlie, Naayali, Trina, Yolanda, Alan to be admins</li> <li>Charlie, Naayali, and Alan to look into campus-wide project management system proposal.</li> <li>Notifications to join coming by end of the week</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Look into campus-wide project management system proposal</li> </ul>	<ul style="list-style-type: none"> <li>Charlie, Naayali, Alan</li> </ul>	<ul style="list-style-type: none"> <li>ongoing</li> </ul>

**Agenda Item 6: Unfinished Business:**

<b>DISCUSSION</b>	<p>a) Scholarship Status (Lieu)</p> <ul style="list-style-type: none"> <li>Updated scholarship based on feedback (SEE ATTACHMENT #3)</li> <li>Ready to submit to Student Services</li> <li>Posted via Academic Works program (requires Ed plan, transcripts, etc), looking into backup plan and other areas to post – perhaps as a type-able PDF</li> <li>Will be part of Scholarship Awards Ceremony</li> </ul> <p>b) Cookbook (tabled)</p> <p>c) Standing Item: Outreach</p> <ul style="list-style-type: none"> <li>Review Liaison Assignments <ul style="list-style-type: none"> <li>Reallocated liaison lists to make more equal</li> <li>Create a DL for your people (if you want)</li> <li>Leanne to make report to Senate with new employee hires</li> <li>Working on “desk ID” for each employee with desk</li> <li>Directory updates in progress – email Jacqueline with any errors spotted</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>• Outreach Videos update</li> <li>• Halloween Candy Status (Picolla, Bravo) <ul style="list-style-type: none"> <li>○ Olivia to purchase</li> <li>○ Hand out candy, introductions, and business cards</li> <li>○ Deliver Weds, Thurs, Friday to not be confused with M&amp;M event on Halloween day</li> </ul> </li> <li>• Outreach Email Ideas (All)</li> </ul> <p>d) Social Media Ideas (Picolla; All)</p> <ul style="list-style-type: none"> <li>• Use for congratulations</li> <li>• Post professional learning opportunities</li> <li>• Send to Olivia and she will post</li> <li>• Think about opportunities to use social media</li> </ul> <p>e) Fundraising: First Classified Off-Campus Event (Lieu; All)</p> <ul style="list-style-type: none"> <li>• Two fundraising opportunities at Dave &amp; Busters <ol style="list-style-type: none"> <li>1) Sell power cards (\$10 or \$20 value) – we get 50% back</li> <li>2) Sell cards, then organize Classified outing on “Spirit Nights” Monday or Tuesday and get 10% back</li> </ol> </li> <li>• To support scholarships, children’s bazaar, and CS activities</li> <li>• Sell cards in November and December</li> <li>• First event in January to kick off new year</li> <li>• Danielle, Trina, Leanne, Yolanda as sub-committee to organize event</li> </ul> <p>f) Fundraising: Classified Fundraising Basket Ideas (All)</p> <ul style="list-style-type: none"> <li>• Not enough time to execute, focus on D&amp;B event</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Schedule videos with Olivia</li> </ul>	<ul style="list-style-type: none"> <li>• All who have not completed</li> </ul>	<ul style="list-style-type: none"> <li>• ASAP</li> </ul>
<ul style="list-style-type: none"> <li>• Verify updated lists</li> </ul>	<ul style="list-style-type: none"> <li>• All</li> </ul>	<ul style="list-style-type: none"> <li>• Next meeting</li> </ul>

**Agenda Item 7: New Business:**

<b>DISCUSSION</b>	None
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**Agenda Item 8: Announcements/Events:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>a) ASG Thanksgiving Feast, TBD</li> <li>b) Mesa College Holiday Reception, Dec 6, 11-1, MC-211 A/B</li> <li>c) Classified Appreciation Week, May 7-11</li> <li>d) Classified Awards Luncheon, May 9, 2018, MC-211 A/B</li> <li>e) Classi-Con, June 5-7</li> </ul>
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**Agenda Item 9: Roundtable:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>a) Start thinking about holiday service<ul style="list-style-type: none"><li>• Already doing children’s bazaar</li><li>• San Diego Food Bank?<ul style="list-style-type: none"><li>○ Maybe do not around holidays when they are already inundated</li><li>○ “Christmas in July”</li><li>○ Kathy to be point person</li></ul></li><li>• Pets for Homeless charities – put out bins to collect items to donate<ul style="list-style-type: none"><li>○ Des to be point person</li></ul></li></ul></li><li>b) AFT is organizing a signature drive to support adjunct professors and increase full time positions</li></ul>
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**Agenda Item 10: Next Meeting:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• November 9, 2017 – 10-11:30am, I4-402</li></ul>
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**Agenda Item 11: Adjournment:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• The meeting was adjourned by Larson at 11:44am</li></ul>
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Taken by Alan Goodman, Administrator  
Submitted by Alan Goodman, Administrator  
Approved on: \_\_\_\_\_

**ATTACHMENT #1:**



**SAN DIEGO COMMUNITY COLLEGE DISTRICT**

3375 Camino del Rio South  
San Diego, California 92108-3883  
619-388-6500

CITY COLLEGE | MESA COLLEGE | MIRAMAR COLLEGE | CONTINUING EDUCATION  
*Student Services*

**DRAFT**

Date

Dear DACA students,

We are reaching out to let you know that if you have extenuating circumstances that forced you to drop your classes after the drop deadline (date) this fall, directly related to your DACA status, we will allow you to petition for consideration of academic forgiveness.

Attached is a petition that you should complete and review with your counselor. Once reviewed, completed petitions should be returned to the office of the Vice President of Student Services on campus.

The deadline to file your petition for a late drop due to extenuating circumstances is **October...~~23~~..**

If you have any questions, please see your counselor on campus.

Sincerely,

Lynn Ceresino Neault  
Vice Chancellor, Student Services

## ATTACHMENT #2:

**From:** paola ramos <[paolaramosmontaner@gmail.com](mailto:paolaramosmontaner@gmail.com)>  
**Date:** Tuesday, October 24, 2017 at 12:21 PM  
**To:** Anabel Pulido <[apulido@sdccd.edu](mailto:apulido@sdccd.edu)>  
**Subject:** INVITATION to Participate in Inside Out/Dreamers Press Conference Next Monday (10/30)

Dear Anabel,

Hope you're doing well! We would love to invite someone from the San Diego Mesa College- Latinx Alliance to be a speaker at the Inside Out/ Dreamers Group Action Press conference in San Diego **next Monday (10/30) at 2:00PM**. In the face of the Administration's decision to rescind DACA, this press conference is part of the [Emerson Collective's](#) effort to organize group actions across the nation to provide local leaders a unique platform to amplify their voices.

For background, the **Inside Out/ Dreamers Project** is a nationwide participatory art initiative (the Inside Out Project) by [award-winning artist JR](#), to create a portrait of America that reflects its true diversity. Inside Out/Dreamers photo booth trucks are traveling around the country and on October 30th and October 31st they will be in San Diego. During this stop, Inside Out/ Dreamers will bring a photo booth truck to the community to give individuals an opportunity to take their pictures and transform their personal identity into a massive art installation. As residents will see, these portraits are meant to remind the community of the real human stories and faces behind the national debate surrounding Dreamers.

Alongside this installation, [Emerson Collective](#) is organizing a pop-up press conference with local leaders to showcase the art, bring people together and most importantly urge Congress to support the Dream Act before the end of the year. **We would love for someone from your organization to briefly talk about your efforts and your mission to uplift all Latinx students, including DREAMers.**

We're in the midst of locking in- details, but here's what we have so far:

- **WHAT:** Inside Out/ Dreamers Group Action Press Conference
- **WHEN:** **Monday, October 30th at 2:00PM**
- **WHERE:** Art District Liberty Station, 2620 Truxtun Road, San Diego, CA 92106 - across from THE LOT.
- **PARTICIPANTS.** Awaiting confirmation from:
  - San Diego Mesa College- Latinx Alliance
  - Laura Moreno, Head of San Diego Immigrant Rights Consortium
  - Itzel Guillen, DACA Recipient and San Diego Alliance Organizer
  - Enrique Morones, Director, Border Angels
  - Councilmember Alvarez
  - New American Museum Executive Director

Please let us know if you will be able to join us and if you have any questions please contact me ([305](tel:3057733575)) [773-3575](tel:3057733575)

Thanks!

Paola Ramos

**ATTACHMENT #3:**

**CLASSIFIED SENATE SCHOLARSHIP**

**DESCRIPTION**

The Classified Senate would like to support classified full-time, part-time and work-study professionals who participate in lifelong learning to better serve our students, departments, and the College. Eligible applicants must be classified full-time, part-time, hourly, or work-study employees actively engaged in learning that contributes to the work they do at Mesa College.

Lifelong learning includes formal and informal learning that participants gain through –

- For-Credit Classes
- Continuing Education Classes
- Professional Learning Workshops (such as those offered by the LOFT)
- Other Personal or Professional Learning Opportunities

**ELIGIBILITY**

- Must be a classified full-time, part-time, hourly, or work-study employee
- Must be actively engaged in learning

**ESSAY PROMPT**

- Submit an original essay describing how you contribute to better serving students, your department, and/or the college through your ongoing learning, whether formal or informal. Your essay should be 500-750 words (2-3 typed, double spaced pages).

**RATING RUBRIC**

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|---|--------------|
| • Description of Learning Experienced                                 | Max Score 25 |
| • Description of service to students, departments, and/or the College | Max Score 25 |
| • Description of Link between Learning and Service                    | Max Score 25 |
| • Clarity and Readability   | Max Score 25 |

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**RETURN TO STUDENT AFFAIRS (I4-408) BY 6:00 PM ON OCTOBER 31, 2017**