

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

Thursday, May 10, 2018
10:00 a.m. – 11:30 a.m., I4-402

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

Agenda Item 1: Call to Order:

DISCUSSION	<ul style="list-style-type: none"> The meeting was called to order by Larson at 10:25am
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Agenda Item 2: Review and Approval of Minutes:

DISCUSSION	<ul style="list-style-type: none"> April 26, 2018 minutes – tabled
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> upload minutes 	<ul style="list-style-type: none"> Alan 	<ul style="list-style-type: none"> Before next meeting

Agenda Item 3: Welcome/Introductions:

DISCUSSION	<ul style="list-style-type: none"> Senate members and attendees introduced themselves <ul style="list-style-type: none"> Anda will be joining us as Executive Liaison for Jacqueline
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Agenda Item 4: Executive Board & Senator Reports:

<p>DISCUSSION</p>	<ul style="list-style-type: none">a) President- Trina Larson<ul style="list-style-type: none">• SDICCCA CS Regional Meeting last Friday. Attendance was low.• District Strategic Planning Representation<ul style="list-style-type: none">○ Committee for planning district-wide○ Need rep for SD Mesa Classified Senate in that group – Trina will do unless someone wants b) Vice President- Yolanda Catano<ul style="list-style-type: none">• PIE: Last meeting reviewed mission statement. Will go to President’s Cabinet• Mesa Pathways: Meets today to firm up committee composition and consider summer work.• HSI Regional Meeting: Created a SLACK account just for Classified Staff c) Administrator- Alan Goodman<ul style="list-style-type: none">• No report d) Treasurer- Charlie Lieu<ul style="list-style-type: none">• No Report e) Member at Large- Angie Avila<ul style="list-style-type: none">• No Report f) Senator Reports<ul style="list-style-type: none">• Kathy<ul style="list-style-type: none">○ Commencement<ul style="list-style-type: none">❖ May 19❖ Still seeking volunteers for check-in❖ 2 speakers this year – 1 associate degree and other from HIM, the 4-year baccalaureate degree• Eva<ul style="list-style-type: none">○ ClassiCon registration coming today• Leanne<ul style="list-style-type: none">○ Classicon: June 5-7○ First 2 days classes, games day 3○ Theme is “casino”○ Lunch all 3 days, different variety each day g) AFT Liaison Report<ul style="list-style-type: none">• Des to go to AFT full time but remain our liaison
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item 5: Governance Corner:

DISCUSSION	<p>a) Brown Act Section for Handbook (Larson)</p> <ul style="list-style-type: none"> • tabled
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Agenda Item 6: Committee & Department Reports

DISCUSSION	<p>a) Mesa Pathways (Larson/Catano/Picolla)</p> <ul style="list-style-type: none"> • Composition and creation of the proposed Mesa Pathways Committee was presented. Motion to accept: CONSENSUS – SEE ATTACHMENT #1 • Nominations of members of steering committee and inquiry teams presented. Motion to accept: CONCENSUS - SEE ATTACHMENT #2 <p>b) Strong Workforce (King)</p> <ul style="list-style-type: none"> • Meeting today • Sent proposal to academic senate about Steering Committee & CTE Committee – find results today <p>c) Equity (Aleman)</p> <ul style="list-style-type: none"> • Farmers Market: 570 of 700 served last time were students • Having second Farmers Market next Thursday. Starts at 1:30pm ends when food runs out. • Open to everyone – removing stigma, make everyone feel welcome, inclusiveness so people who need will come – Feeding San Diego has plenty of food! • Farmers Markets will be held very month including summer, scheduled through next May. • Hunger Free Campus funds = good • Seeking canned food donations <p>d) Immigrant Students (Catano)</p> <ul style="list-style-type: none"> • tabled
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item 7: Activity Reports/Updates

DISCUSSION	<ul style="list-style-type: none"> a) Summer CRUISE Participation (Larson) <ul style="list-style-type: none"> • Half hour, 4 Wednesdays July 11, 18, 25, Aug1 • Johanna, Leanne, Trina, Mona, Yolanda, Anda b) Bylaw Status – Meeting Scheduled <ul style="list-style-type: none"> • tabled
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item 8: Old Business

DISCUSSION	<ul style="list-style-type: none"> a) Classified Appreciation Week Debrief (all receipts in) <ul style="list-style-type: none"> • Coffee outreach = great success! <ul style="list-style-type: none"> ○ Need to make sure to do something at/with Facilities every year • Music = great! • Room set up day before, need to make sure to do every year • Next year serve “family style”? Or pre-plated? Food served at tables? Picnic seating balcony side? • Next year’s theme: Fiesta? Nelly can teach us to make piñata centerpieces. b) Thank You Gram Fundraiser Debrief (Lieu) <ul style="list-style-type: none"> • 192 Thank-You grams sent! • Going out today or tomorrow – see Charlie if you can help deliver • Financial report next meeting c) Mesa Pathways Committee for Final Approval: Approved by consensus d) Mesa Nominations List for Final Approval: Approved by consensus e) Election Update (Larson, Short) <ul style="list-style-type: none"> • Election results - SEE ATTACHMENT #3
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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Agenda Item 9: Announcements/Events:

DISCUSSION	<ul style="list-style-type: none">a) Classified Appreciation Week, May 7-11b) Commencement, May 19, USDc) Classi-Con, June 5-7
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Agenda Item 10: Roundtable:

DISCUSSION	<ul style="list-style-type: none">•
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none">•	<ul style="list-style-type: none">•	<ul style="list-style-type: none">•

Agenda Item 11: Next Meeting:

DISCUSSION	<ul style="list-style-type: none">• May 24, 2018 – 10-11:30am, I4-402
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Agenda Item 12: Adjournment:

DISCUSSION	<ul style="list-style-type: none">• The meeting was adjourned by Larson at 11:27am
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Taken by Alan Goodman, Senate Manager
Submitted by Alan Goodman, Senate Manager
Approved on: _____

ATTACHMENT #1:

SAN DIEGO MESA COLLEGE

Participatory Governance Group Organizational Template

Group Name:

Mesa Pathways Committee

Description/Purpose

The Mesa Pathways Committee (MPC) uses an integrated, equity-minded, student-centered approach to facilitate student success. Through structured educational experiences, MPC works to close equity gaps, improve student outcomes and guide students into and through college to the completion of personal, academic and professional goals.

Reports to:

President's Cabinet

Type:

Governance Committee

Goals:

- Design pathways to support students in meeting their goals
- Help students select a pathway
- Support students on their pathway to completion
- Ensure that students are learning
- Facilitate the annual submission of updated work plans and self-assessments

Membership Composition

- Quad Chairs (Administrator, Faculty, Classified Professional, Student)
- 8 Faculty*
- 4 Classified Professionals
- 5 Students
- 3 Administrators (including Chair)*
- Ex Officio: Institutional Effectiveness
- Ex Officio: Office of Communications
- * To ensure coverage of every department each school will be represented by either a faculty member or an administrator

Terms of Membership

- Two- or three-year terms for faculty, classified, and administrators
- One-year terms for students

Meeting Dates/Times

- Up to twice per month, tbd

Website

- <http://www.sdmesa.edu/about-mesa/current-initiatives/guided-pathways/>

Date Established/Revised

- tbd

Classified Senate Pathways Nomination List (DRAFT)		5/3/1
Milestones:		
	May 2, 2018	Request that Mesa Pathways Planning Taskforce (MPPT) become Mesa Pathways Committee (MPC)
	May 16, 2018	PCab to Vote
Structure:		
	Steering Committee (MPC)	
	<i>This committee composition was discussed at the 4/26/18 CS meeting. All agreed to composition by consensus.</i>	
	<i>Will review/approve at 5/10 CS Meeting</i>	
	Yolanda Catano	
	Hai Hoang	
	Trina Larson	
	Olivia Picolla	
	Inquiry Teams (first phase Work Plan)	
	<i>At the 4/26/18 CS meeting, we brainstormed Inquiry Team members. The following is what the Senate suggested at that time and since.</i>	
	<i>Will review/approve nomination list at 5/10 CS Meeting</i>	
	Shared Metrics	
	Kyung Ae	Institutional Effectiveness
	Mona King	Institutional Effectiveness
	Inclusive Decision-Making Structures	
	Yolanda Catano	Quad Chair, Classified
	Angie Avila	Student Development
	Guided Majors and Career Exploration	
	Olivia Picolla	Quad Chair, Class TCE
	Claudia Estrada Howell	TCE
	Alicia Lopez	TCE
	Improved Basic Skills	
	Hai Hoang	Quad Chair, Classified
	Diana Solares	Basic Skills Transformation
	Nelly Bravo	Assessment/Placement Assistant
	Elizabeth Mora	DSPS
	Clear Program Requirements	
	Karla Trutna	Outreach
	Anda McComb	Institutional Effectiveness
	Jim Arnegard	Admissions/Allied Health
	Proactive and Integrated Academic and Student Supports	
	Trina Larson	Quad Chair, Classified
	Johanna Aleman	Student Equity
	Van Chhum	Outreach

ATTACHMENT #3:

Mesa Classified!

The Senate is pleased to announce your elected representatives for 2018–2019. Senators will begin their terms July 2018.

Executive Board

Positions will be up for election in Spring 2019. Start thinking about a leadership role you might like to play.

- Trina Larson, President
- Yolanda Cataño, Vice President
- Alan Goodman, Board Manager
- Charlie Lieu, Treasurer
- Angie Avila, Member at Large

Senators

Elected this cycle. Congratulations to all, and a special thanks to our first-term members: Marco, Diana, Jennifer!

- Administrative Services: Marco Chavez, Leanne Kunkee
- Instruction: Eva Parrill, Diana Solares
- Student Services, Johanna Aleman, Jennifer Phelps

Ad Hoc

These are Senate-approved but unelected, non-voting positions designed to complete specific work for the Senate. If you have professional interests that you think the Senate might benefit from, please reach out. There is a meaningful role for all Classified members in the Classified Senate.

- Nelly Bravo, Basecamp Administrator & Senate Communications
- Jacqueline Collins & Anda McComb, Executive Office Liaisons
- Mona King, Institutional Effectiveness Liaison and Fundraising Support (pending Senate approval)
- Cathy Palestini, Chair, Committee on Elections
- Olivia Picolla, Outreach
- Danielle Short, AFT Liaison
- Brandon Terrell, Evening Liaison

A special thanks to our Committee on Elections for overseeing our process: Cathy Palestini (chair), Johanna Aleman, Skyler Dennon, Petra Montgomery, Danielle Short, and Mila Zagjanskiy.

And thanks to all who participated in the process.

On behalf of the Senate,
Trina :)

Trina Larson
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