

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

Thursday, January 23, 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 (absent)
	Eva Parrill, Vice President	Sahar (Mona) King (absent)
	Alicia Lopez, Senate Manager	Trina Larson (absent)
	Alan Goodman, Treasurer	Johanna Alleman (absent)
	Naayieli Bravo, Member at Large	Zulma Heraldez (absent)
	<i>Senators</i>	
	Elizabeth Jones	<i>Attendees</i>
	Amara Tang	Catherine Cannock
	Marco Chavez	
	Ana Fuentes (absent)	
	Jennifer Osborne (absent)	
	Cynthia Purnell (absent)	
Anda McComb (absent)		

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.
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Agenda Item 2: Review and Approval of Minutes:

DISCUSSION	<ul style="list-style-type: none"> January 9, 2020 – Tabled
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> upload minutes 	<ul style="list-style-type: none"> Alicia 	<ul style="list-style-type: none"> n/a

Agenda Item 3: Welcome/Introductions:

DISCUSSION	<ul style="list-style-type: none"> The meeting was called to order by Charlie Lieu, Senate President, at 11:05 am and welcomed all attendees.
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Agenda Item 4: Executive Board & Senator Reports:

DISCUSSION	<p>a) President- Charlie Lieu</p> <ul style="list-style-type: none"> Compassion It Workshop- Lieu shared the “Compassion it” workshop at Mesa on 1/15/2020 was well attended. This event was offered by the District Office Professional Development Department and was made possible by the Classified School Employee Professional Development Block Grant provided through Assembly Bill (AB) 1808. The “Compassion It” event provided for an opportunity for classified to learn mindfulness and meditation techniques to help promote: self-compassion and resiliency, stress management, compassion for others, and intrinsic bias reduction. The techniques help with improving workplace culture and enhancing individual classified engagement and resilience. Several workshops were provided at different campuses. “Know Your Why” Workshop- Lieu shared that the workshop was a follow up to the Career Advancement event. President Luster and Vice President Hands presented an interactive personal growth workshop to classified professionals where they engaged in seeking to understand one’s “why” and identifying strengths to cultivate our “why” in one’s work and professional development. There was a large participation for this event of at least 30-40 people. Mid-year assessment Recap- This form was shared with all classified senate members in attendance and asked for their participation in providing feedback to the Executive Board. The Executive Board reviewed the feedback and used it to inform future 2020 planning. One common piece of feedback from members is that they enjoyed the classified social events planned last fall and would like to see more of them in the spring. There was a request for even more off campus events to build camaraderie. IEPI Spring Visit- This visit is to help all gain an understanding of how we work together. The IEPI Peer Resource Team (PRT) is visiting this spring to help us with our efforts to integrate Equity and Guided Pathways into our Mesa 2030 planning. Mesa Scholarships- The deadline is approaching soon. Encourage students to sign up. The Student Affairs team is available to do a 10-15 minute overview of the scholarships available and instructions on how to apply. In addition, the Classified Senate scholarship is available to full-time, part-time, and work-study professionals who participate in lifelong learning to better serve our students, departments, and the college. Spring Convocation- This year convocation will be on January 30th at
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	<p>the Mesa Gym 8:30 am-noon. All are encouraged to attend.</p> <p>b) Vice President- Eva Parrill</p> <ul style="list-style-type: none"> • No report <p>c) Senate Manager- Alicia Lopez</p> <ul style="list-style-type: none"> • No report <p>d) Treasurer- Alan Goodman</p> <ul style="list-style-type: none"> • No report <p>e) Member at Large- Naayieli Bravo</p> <ul style="list-style-type: none"> • No report <p>f) Senator Reports</p> <ul style="list-style-type: none"> • No Reports <p>g) Ad-hoc Reports</p> <ul style="list-style-type: none"> • No Reports <p>h) AFT Liaison Report- Danielle Short, JD</p> <ul style="list-style-type: none"> • No Report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 5: Committee & Department Reports

DISCUSSION	<p>b) Professional Development (Parrill)</p> <ul style="list-style-type: none"> • Mindfulness Meditation Workshop-Parrill shared that about the upcoming Book Club on Dec. 6th called Daring Greatly by Brene Brown. There will be another event on January 22nd where attendees will clarify values, identify strengths and areas of improvement. • Classified Professional Development Workshops for Spring 2020- The committee will be meeting on February 12th at the LOFT. Any ideas for professional development are welcomed. These events are led by classified senate members. • ClassiCon 2020 Call for Proposals- Parrill expressed the committee sent out a call out for presenters on Feb. 5th. The committee will be meeting on February 12th at the LOFT. Any ideas for presentations are welcomed. This event is led by classified senate members.
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	<ul style="list-style-type: none"> • Online Career Ready Guide Course- Lopez shared that the Career Ready Guide is being offered as a service to all, students and classified professionals interested. It is a free online interactive course designed to help one understand, assess, and develop the “power skills” also known as career readiness competencies. <p>c) Mesa Pathways (Lieu)</p> <ul style="list-style-type: none"> • All are encouraged to attend the full day of the retreat if not even just the half of the retreat. During this retreat, workgroup leads will be sharing information about their current work and goals for the semester. <p>d) Student Equity (Aleman)</p> <ul style="list-style-type: none"> • No report <p>e) Strong Workforce (King)</p> <ul style="list-style-type: none"> • No report
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Agenda Item 6: Activity Reports/Updates/Activities

DISCUSSION	<p>a) Classified Leadership Institute Conference- June 11-13</p> <p>b) Volunteer at Farmer’s Market- March 19</p> <p>c) Classified Senate & Classified Professional Learning Collaboration Meeting 2/12 @LOFT (12:45-2:15)</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 7: New Business

DISCUSSION	<p>a) LRC Tour:</p> <ul style="list-style-type: none"> ○ Classified Senate received a Mesa Library website tour. ○ The library website offers so many resources and there is a research chat option that is available for anyone needing assistance. ○ Research tools include: database list for all topics, academic journals, video streaming for educational, documentary, and feature films from major Hollywood studios. The tool for feature films is called Swank digital campus. <p>Course Reserves-available to students 2 hours or up to 3 days.</p> <p>Knowledge Imaging Center (KIC) Scanner - one may copy pages or scan chapters from a book and save on a USB flashdrive or email the pages.</p>
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	<p>STEM Center- It's open to students to study in the space and receive tutoring from MT2C. There are donated science and math books available for students to use.</p> <p>Writing Center-Open space for students to receive help in any kind of writing assignments such as essay outlining, thesis statement creation, essay topic idea development, grammar and style editing. They also host workshops in the space. Students don't have to make an appointment to be seen but it is an option.</p> <p>MT2C-The center is on the 4th floor of the LRC. There is an open lab, many study rooms, a large workroom, a study room equipped with a sewing machine for students in the fashion program, an AV room, and room with specialized software for students in engineering, architecture, and design classes.</p> <p>b) Name Tag Project- (Tabled)</p> <p>c) Classified Service Awards- May 20th Classified on-campus social- Dec. 13th (Tabled)</p> <p>d) Classified Employee of the Year Award Process (Goodman) (Tabled)</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 8: Old Business:

DISCUSSION	a) Classified Professionals Commencement Participation- Senate Survey (Lieu) (Tabled)
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 9: Announcements/Events:

DISCUSSION	<p>a) Welcome Week (2/3-2/7)</p> <p>b) District Office Microsoft Skills Training Calendar of Trainings</p>
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Agenda Item 10: Roundtable:

DISCUSSION	• No report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 11: Next Meeting:

DISCUSSION	<ul style="list-style-type: none"> February 13, 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: ____3/12/2020_____