

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

Thursday, May 14, 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
	Alicia Lopez, Senate Manager	Trina Larson (absent)
	Alan Goodman, Treasurer	Zulma Heraldez (absent)
	Naayieli Bravo, Member at Large	
	<b><i>Senators</i></b>	
	Elizabeth Jones	<b><i>Attendees</i></b>
	Amara Tang	Johanna Aleman
	Marco Chavez	Jenny Armer
	Ana Fuentes (absent)	Skyler Dennon
	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>February 27, 2020 – Review</b></li> <li><b>March 12, 2020 – Tabled</b></li> <li><b>April 9, 2020 – Tabled</b></li> <li><b>April 23, 2020 – Tabled</b></li> </ul> <p>First Motion to approve by Naayieli Bravo, Second Motion approved by Eva Parrill. All in favor. February 27, 2020 Minutes approved with no objections at 11:08 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 11:05 am and all wished Happy Birthday to May Birthdays – Alicia Lopez and Mona King.</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>5/05 PCAB Recap-</b> The VPI, Isabel O’Connor announced that they are working on scheduling for the fall semester and are looking at all distance education classes. They are planning on bringing some classes back to campus maybe some CTE courses. Some CTE courses and other classes do not easily translate to an online format and there is a need to come up with processes to be able to have these classes on campus. President Luster <ul style="list-style-type: none"> <li>President Luster will be on the state planning committee with our Chancellor in bringing all the Community Colleges back to campus.</li> <li><b>COVID-19 Student Needs Survey Summary-</b> about 10,000 responses and the key areas needs were financial need, technology, and communication.</li> <li>Data was shared by the Office of Institutional Effectiveness on student withdrawals. It seems that the older population are the ones taking more withdrawals. Karla Trutna, Outreach Coordinator and Supervisor, and her team will be reaching out to students to check on how we can better support moving forward.</li> </ul> </li> <li><b>4/27 Academic Senate Recap-</b> SDCCD is part of a lawsuit against the U.S. Department of Education for excluding key groups of students from funding under the CARES Act. Exclusion of key groups such as DACA and other students is not equitable and with this in mind the district is now part of suing the U.S. Department of Education. <ul style="list-style-type: none"> <li>CARES Act- This is a grant application under Financial Aid, the eligibility requirements are specific and it is excluding certain key groups from applying. Currently, Financial Aid Office is</li> </ul> </li> </ul>
-------------------	--

taking the lead on rolling out funding for this and reviewing applications. Many of the applications were incomplete. When sharing this grant application with students, inform that all questions must be answered and can't be left incomplete. Students who had an incomplete application were notified and will have until May 21<sup>st</sup> to complete the application. Students can only submit one application and it must be at the specific campus where they are completing the majority of their course work/program.

- **4/29 IEPI Visit #1 Recap-** The team gathered feedback from constituency groups across the campus to get an understanding of how to best support/improve the process and procedures to implement Guided Pathways through MOO (Menu Of Options) which are recommendations which were gathered at Visit #1. The second visit will be to provide suggestions and the final third visit will be to support on the implementation of the suggestions provided in visit #2.
- **Mesa 2030-** The next meeting on planning for Mesa is currently being decided on. More updates in the future.

b) Vice President- Eva Parrill

- **5/6 DGC Recap** – Parrill reported that the main discussion at the DGC meeting was the affect of COVID-19. The other item discussed was the Kidders Act funding. They are investigating what this funding could be used for since there are not many solid answers on this. The only information provided is that a portion will go to the campuses and a portion will go to students.
- **5/11 Academic Senate Recap** – Parrill shared this was the last AS meeting of the school year. There was a lot of reporting out from different departments. There was a large discussion on software and the concern of online students possibly cheating and it is something that was taken as a concern to the Technology Committee.

c) Senate Manager- Alicia Lopez

- Classified Senate website was updated with approved minutes and final agendas. She shared that she also made sure to organize all meeting files in the Classified Senate folders with all updated items dating back since February 2020.

d) Treasurer- Alan Goodman

- **5/6 District Budget Recap** – Goodman shared that there was a large discussion on the 13 billion and how a portion of that will go to students, City College, Mesa College, and Miramar College. CE is not included and details are being mailed out.
  - Withdrawals are up at 43% in Latinx students.
  - The district is in a 33 million deficit. 13 million in unfilled

positions across the district which is resulting in 10 million savings. 15 classified applied for early retirement packages and 77 faculty applied for this as well. 33 of these positions will go away meaning that there will not be any rehiring. 7 of the positions that supported in the savings will be cut entirely. 903 class sections were cut and it saved the district 4.5 million.

- The May Revise is not a great indicator of funding because it is not ready. It will be ready in August or October.

e) Member at Large- Naayieli Bravo

- No report

f) Senator Reports

- Anda McComb, Senator, shared that Program Review is postponed for this year. However Outcomes Assessment is still moving forward and the focus is on Mesa 2030 planning.

g) Ad-hoc Reports

- No Report

h) AFT Liaison Report- Danielle Short, JD

- Danielle expressed that the classified negotiations are going well and moving forward. It looks like the contract may be ready before the other one expires. The national affiliate AFT came out with a report/criteria that they want to see happen before the close and open plans of schools. AFT state classified is doing the same and concentration is on K-12 to have that ready. This is a state and national conversation. The Council of Classified Employees met to begin discussion, please contact Tina or Danielle about any suggestions.

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 5: Committee & Department Reports**

<b>DISCUSSION</b>	<p>a) Professional Development (Parrill)</p> <ul style="list-style-type: none"> <li>• <b>Virtual ClassiCon (Wed. June 3<sup>rd</sup>)</b>- Parrill shared committee is moving forward with virtual offerings for ClassiCon. There will not be as many options as previous years due to transitioning to an online format. They are planning a Townhall with President Pam Luster. There will be workshops offered on retirement and AFT will provide an update on the contract. The email on all offerings will go out mid May and registration to ClassiCon is highly encouraged. They are still finalizing the times for the workshops.</li> </ul> <p>b) Mesa Pathways (Lieu)</p> <ul style="list-style-type: none"> <li>• <b>5/13/2020 Mesa Pathways Recap</b> - Charlie Lieu shared that committee is finalizing the work for this semester and discussion began around the need for additional workgroups such as:             <ol style="list-style-type: none"> <li>a. Technology Needs Workgroup</li> <li>b. Proposed workgroup to support the bridge between Mesa College and Continuing Education campus. There is no streamline process for students to come to Mesa in terms of orientation and continuation to improve their education. A group is needed to be build that pathway.</li> </ol> </li> </ul> <p>c) Student Equity (Aleman)</p> <ul style="list-style-type: none"> <li>• <b>Equity and Basic Needs</b>- Johanna shared that the May Revise budget is hitting hard in the equity and basic needs areas which would be Basic Needs, Avanza and Tutoring in a \$200,000 reduction. There is a lot of downturn and everything is currently different than we are used to at this time. However, Basic Needs funding was provided to 270 students and are continuing to fund for the summer and fall semesters. The foundation is working on this.             <ul style="list-style-type: none"> <li>○ The next Food Distribution is on May 21<sup>st</sup> and it will be reinstated on campus with a drive-by distribution. A Google Form will be emailed out to request for volunteers.</li> </ul> </li> </ul>
-------------------	---

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

<b>DISCUSSION</b>	a) No Reports
-------------------	---------------

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

Agenda Item 7: New Business

<p><b>DISCUSSION</b></p>	<p>a) <b>CARES Act (Short)</b>- Danielle shared that the campus has two pots of CARES Act funding which are programs/employees and the second is for students. <a href="#">Presentation slides</a></p> <ul style="list-style-type: none"><li>○ <b>Coronavirus Relief Aid:</b> Federal and State- California State Relief executive order N-37-20 (March 27, 2020) was a moratorium on evictions. Then the Governor Proposal (March 25, 2020) was for mortgage relief.</li><li>○ The <b>Federal Relief</b> includes the <b>Families First Coronavirus Response ACT- HR 6201 (FFCRA):</b> March 18, 2020 which includes 2 Emergency Paid leaves.<ol style="list-style-type: none"><li>1. Emergency Paid Sick Leave</li><li>2. Emergency Family and Medical Leave Expansion</li></ol>Another Federal Relief includes the Coronavirus Aid, Relief, and Economic Security Act (<b>CARES Act</b>) HR 748 (March 27, 2020) which will provide relief for the following: Federal Student Loan Relief, Mortgage Relief, Eviction Relief, and Unemployment Benefits Expanded.<ul style="list-style-type: none"><li>○ <b>Federal Student Loan Relief-</b> this relief applies to student loans backed/owned by federal government such as Direct, FFEL, and Perkins. It suspends all payments and interest between March 13- September 30. Suspended payments count towards IDR and PSLF forgiveness programs required payments. To learn more visit resource: <a href="http://www.studentaid.gov/coronavirus">www.studentaid.gov/coronavirus</a> and look at “Borrower Questions.”</li></ul></li><li>○ <b>California Relief-</b> Governor agreements with large financial institutions to provide relief for those impacted by COVID-19. There is a 90 day grace period for mortgage payments but need to work with loan provider to learn details.</li><li>○ <b>EPSL (Emergency Paid Sick Leave)-</b> provides 2 weeks of paid leave if you are unable to work or telework due to a need to 6 reasons involving COVID-19 health care provider advisement to self-quarantine, caring for a child, or caring for a loved one affected by COVID-19. (See presentation slides for more specific details.)</li><li>○ <b>Emergency FMLA-</b> is another protected leave offered to any employees who have been with the district for at least 30 days. This would be subject for caring for a child under the 18 years or age who is incapable of self-care for place of care being closed due to COVID-19 precautions and or because of mental/physical disability. This leave is for only 12 weeks max. (See presentation slides for more specific details.)</li></ul> <p>b) <b>Unsung Hero Nominations (Due Friday, May 22)</b>- Nominate someone that you think should be recognized for this award.</p>
--------------------------	---

	c) <b>Campus Re-opening Discussion Group (Lieu)</b> - Brainstorm about work environments, protection gear, or anything else that would be important as far as ideas to bring forth to Campus Re-opening discussion.
--	---

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

**Agenda Item 8: Old Business:**

<b>DISCUSSION</b>	<p>a) <b>Name Tag Project Update (Lieu)</b>- (Tabled)</p> <ul style="list-style-type: none"> <li>○ Vote on new name badge design- Eva and Charlie still need to meet with President Luster to get the final approval on the name tag project. They will discuss with her that some classified have expressed that a title on the name tag is not needed and that it should be an optional field.</li> </ul> <p>b) <b>Classified Senate Photo Card Fundraiser Update (Lieu)</b>- The total funds raised were \$600 and it will be entirely donated to COVID-19 student emergency fund. All in attendance at the Classified Senate meeting agreed on this and the official announcement will be made at PCAB.</p> <p>c) <b>Classified Professionals Appreciation Week (5/18-5/22) (Parrill)</b>- A special recognition is given to all who organized these week’s events.</p> <p>d) <b>Classified Service Awards Virtual Event (Lieu/Parrill)</b>- In the past, this event was a banquet honoring 5-40 year service awards. However, this year we will not be having the banquet since we can’t gather due to COVID-19. Charlie and Eva will bring up the discussion to President Luster about possibly having a virtual event or tribute video to honor those receiving service awards.</p>
-------------------	--

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

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

<b>DISCUSSION</b>	<p>a) District Professional Development Opportunities</p> <ul style="list-style-type: none"> <li>• <a href="#">SDCCD Online Professional Development Opportunities</a> <ul style="list-style-type: none"> <li>a. Keenan SafeColleges</li> <li>b. Vision Resource Center</li> </ul> </li> </ul>
-------------------	--

	<ul style="list-style-type: none"> <li>• <a href="#">Setting Up Your Home Work Station</a></li> <li>• <a href="#">Guide to Proper Stretching</a></li> </ul> <p>b) <a href="#">Veba Health Virtual Classes</a></p> <p>c) <a href="#">3CSN Wayfinding Online Zoom Series</a></p>
--	--

**Agenda Item 10: Roundtable:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Mona shared with all that CHP has it's final hiring priority list ready to be presented at BARC. Only emergency needs will be reviewed and requested.</li> <li>• CARES Act student funding application is through Financial Aid. Students must document their need for emergency funds. We received less funding from the CARES Act and in general this was true for all community colleges.</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>• May 28, 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 12:31 pm</li> </ul>
-------------------	---

Taken by Alicia Lopez  
 Submitted by Alicia Lopez, Senate Manager  
 Approved on: \_\_\_6/11/2020\_\_\_