

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

Thursday, May 28, 2020
11:00 a.m. – 12:30 p.m., Virtual Zoom

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
	Alicia Lopez, Senate Manager	Trina Larson (absent)
	Alan Goodman, Treasurer	Zulma Heraldez (absent)
	Naayieli Bravo, Member at Large (absent)	
	<i>Senators</i>	
	Elizabeth Jones	<i>Attendees</i>
	Amara Tang (absent)	
	Marco Chavez (absent)	
	Ana Fuentes (absent)	
	Jennifer Osborne (absent)	
	Cynthia Purnell (absent)	
Anda McComb		

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 11:10 am and welcomed all attendees.
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Agenda Item 2: Review and Approval of Minutes:

DISCUSSION	<ul style="list-style-type: none"> • April 9, 2020 – Review • March 12, 2020 – Tabled • April 23, 2020 – Tabled • May 14, 2020 – Tabled <p>First Motion to approve by Eva Parrill, Second Motion approved by Elizabeth Jones. All in favor. April 9, 2020 minutes approved with no objections at 11:11 am.</p>
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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 11:08 am.
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Agenda Item 4: Executive Board & Senator Reports:

DISCUSSION	<p>a) President- Charlie Lieu</p> <ul style="list-style-type: none"> Classified Professionals Appreciation Week Recap- A lot of recognition given to Classified Professionals Appreciation Week. President Luster shared the week’s events on Twitter. We are doing a lot more than what other campuses are doing. This was a great way to take a break and connect with others. Student Affairs reached out to emulate ideas since they are planning an AS retreat for the summer, associated student body. <ul style="list-style-type: none"> 12 winners from those that participated and Pam will support the prizes and we will support half of those. Congratulations to the Classified Appreciation Week Team: Eva, Amara, Brandon, and Catherine Amara is putting together a short newsletter to share with the rest of the Mesa campus summarizing the week. 5/19 PCAB Recap- A community style forum offered last week on Friday, great event to connect with people on a wide scale for Mesa Campus community, faculty/staff, keeping campus informed and allows us to ask questions. <ul style="list-style-type: none"> Student Affairs is planning a virtual commencement and partnering with vendor called MarchingOrder, show a picture, add a short message, will have speakers, this will happen on July 17th A drive-by commencement is being planned. A lot of logistics are being planned, need for proper protection, can pick up diploma folder, can decorate their car. Charlie posed a question to all about how many would be interested in participating in this drive- by commencement, July 15th from 9 am 12 pm. You will line the sidewalk as students drive by.
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This will be done at Mesa College. There will be a formal application and call out to participate of when to sign up and show up.

- Mesa is starting a Mesa Teacher Education Program K-12 to help bridge education between Mesa and SDSU to support teacher increase. It is a pilot program and they are expecting to move forward with 10-15 students and will be co-hort based.
- Bridget from Institutional Effectiveness shared data in terms of students that have dropped from Mesa. Interesting breakdown to get understanding of students dropping from Mesa. 1st wave 783 dropped then spike at 2,149 for a total of 2,932 drops. 18-24 year old students dropped from 43% to 64%. Data was eye opening in the different ethnicities and populations. Helps us with getting an idea of how to support in the future. Outreach is helping to reach out to students to see how they can further support. Report showed top courses being dropped Math, ENGL, EXSC, Psyc, chem, bio, com, hist, art, final one is music.
- Charlie was invited to be part of campus reopening group on May 3rd where all had a chance to share perspectives and needs for each area such as biology, vet program, etc. A lot was shared with Lorenz. Everyone had a chance to share their concerns. Now they are in the process of taking in all ideas to figure out what can currently implement and what will need more guidance from the state as far as guidelines. Everything is on the board from scheduling, training, etc.

b) Vice President- Eva Parrill

- No Report

c) Senate Manager- Alicia Lopez

- No Report

d) Treasurer- Alan Goodman

- **Classified Senate Budget** – We are current on our dues. Alan deposited fundraiser checks.
 - \$600 donation to foundation for COVID-19 fund
 - Checking Balance \$4696.64
 - Up about \$800 for the year since last year and we've done more fundraisers.
 - We are doing well and continue to give to campus.

e) Member at Large- Naayieli Bravo

- 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 Report <p>h) AFT Liaison Report- Danielle Short, JD</p> <ul style="list-style-type: none"> • No Report 	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 5: Committee & Department Reports

DISCUSSION	<p>a) Professional Development (Parrill)</p> <ul style="list-style-type: none"> • Virtual ClassiCon (June 2-4)- Parrill shared that we have about 90 registrants. Workshop offerings will be on a lot of favorites such as AFT contract, Maintaining Balance Health, and a new one of Yoga. Also, President Luster will do a budget Q&A and give some welcome remarks. Also discussing about doing some things in the summer, plans not solidified so stay tuned. • LOFT Buddies Program- This will be to support teaching online for faculty/canvas and is on top of the district training already offered. The Buddies Program is to support online course design to support learning styles and modes of teaching. <ul style="list-style-type: none"> ○ Faculty can use this program for salary advancement or for flex credit. ○ Charlie mentioned that Student Services is looking to do something similar to support students with online distance learning which is a hidden challenge of not comfortable with online learning, provide a pre-training before enrolling in online classes. This is to help make sure students are ready to learn in an online platform. They are looking at potentially creating a resource page with a collection of resources and thinking of more intrusive and elaborate buddy system to support online learning. <p>b) Mesa Pathways (Lieu)</p> <ul style="list-style-type: none"> • 5/26/2020 Mesa Pathways Recap - Charlie was asked to serve in interviewing new Mesa Pathways Coordinators. Toni and Howard need to re-interview for their positions because their contracts end per year.
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	<p>c) Student Equity (Aleman)</p> <ul style="list-style-type: none"> • No Report
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Agenda Item 6: Activity Reports/Updates/Activities

DISCUSSION	a) No Report
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 7: New Business

DISCUSSION	<p>a) District’s Classified Employee of the Year (Lieu)- Call for nominations with a voting process and only can be done by classified professionals/only. Eva, Anda, and Charlie have been meeting and all voting will be done online via SurveyMonkey. Run for a couple of weeks and do a voting process. Will roll out after Pam’s Unsung Hero Award after week of ClassiCon. The winner will get an award from district and a formal announcement will be made.</p> <p>b) Congratulations Message to Mesa Graduates- Office of Communications asked us to do a video to congratulate Mesa students for graduating. Asked us to do a congratulations video and photo congratulating Mesa students.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 8: Old Business:

DISCUSSION	<p>a) Name Tag Project Update (Lieu)- Finally received an update from President Luster regarding the project. Pam agreed that we need to have our first name and last name on the name tags and our department needs to be on there as well, and below will say Mesa College. The name tag is optional and is free for full time classified professionals. Business Services is paying for the project. We hope to dive into it more at our next meeting. No official deadline on this which can be an ongoing project.</p>
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	<p>b) Classified Service Award Tribute Video (Wed. June 3rd)- Charlie and Alan have been working on the awards service video which honors classified professionals for 5-40 years of service. While we can't have the ceremony, we will have a tribute video to honor those receiving an award. The goal is to get all awards announced in a 15-17 minute slideshow video with quick clips of movies from that time. A picture of each recipient, along with written or video appreciation messages from their managers.</p>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
• n/a	• n/a	• n/a

Agenda Item 9: Announcements/Events:

DISCUSSION	<p>a) District Professional Development Opportunities</p> <ul style="list-style-type: none"> • SDCCD Online Professional Development Opportunities <ul style="list-style-type: none"> a. Keenan SafeColleges b. Vision Resource Center • Setting up Your Home Work Station • Guide to Proper Stretching <p>b) Veba Health Virtual Classes</p> <p>c) 3CSN Wayfinding Online Zoom Series</p>
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Agenda Item 10: Roundtable:

DISCUSSION	<ul style="list-style-type: none"> • Mona, Senator, shared and encouraged all to complete a survey sent by the district. Survey is requesting information about current employees' needs during COVID-19 and feedback from staff/classified employees on other items. Email was originally sent by Will Surbrook.
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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"> • June 11, 2020, 11:00 am - 12:30 pm, Location: Virtual on Zoom
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Agenda Item 12: Adjournment:

DISCUSSION	<ul style="list-style-type: none">• The meeting was adjourned at 12:13 pm
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Taken by Alicia Lopez

Submitted by Alicia Lopez, Senate Manager

Approved on: _____6/11/2020_____