

SAN DIEGO MESA COLLEGE

Classified Senate

Thursday, October 14, 2021 | 11:00 am – 12:30 pm | Zoom
Minutes

<u>ATTENDEESS/PROXIES</u>	<u>Executive Officers</u>	<u>Senators</u>	<u>Ad Hoc Positions</u>
	Eva Parrill, President	Ellen Engels	Jacqueline Collins (absent)
	Sahar King, Vice President	Carla Grossini-Concha	Danielle Short, JD
	Anda McComb, Senate Manager	Anabel Pulido	
	Alan Goodman, Treasurer	Aracely Bautista	<u>Attendees</u>
	Catherine Cannock, Member at Large	Andrea Lelham	Johanna Aleman
	Charlie Lieu, Immediate Past President (absent)	Celine Ahearn	Michelle Rodriguez
		Zulma Heraldez (absent)	

Agenda Item 1: Call to Order/Welcome

Discussion: The meeting was called to order by **Eva Parrill**, Senate President, at 11:04 am. **Parrill** welcomed all attendees and provided an agenda overview.

Agenda Item 2: Approval of Minutes

Discussion: September 23, 2021 Minutes- Review: First motion to approve minutes Aracely **Bautista**. Second motion approved by Celine **Ahearn**. All in favor of 9/23/2021 minutes approved with no objection at 11:59 am.

Action: Anda **McComb** to upload minutes to the website by next meeting.

Agenda Item 3: Special Presentation

1. District Committee on Sustainability (Michelle **Rodriguez**)
 - a. [Sustainability Admin Procedure](#)
2. HR, Payroll, Evaluations Backlog Issues (Johanna **Aleman**)

Discussion: Michelle **Rodriguez** serves on the District Committee on Sustainability and this committee has drafted an AP connected to the BP 6980 – Sustainability. Classified Senate members were invited to discuss, ask questions or comment on the different areas of the Administrative Procedure – Sustainability. Classified Senate members will read this AP and bring it back to the next meeting to vote for its approval.

Johanna **Aleman** discussed current issues in HR, Payroll, and Evaluations backlog. The onboarding timeline has increased at the District HR. It takes three months to onboard new employees. Short staffed at District Office being a possible reason. Part-time employees are also being paid late. The ask is to support or encourage faster hiring processes. Comment: Attendees have similar experiences with onboarding timelines. Comment: Determine what Business Office Support on campus can do to help shorten the onboarding timeline and help ensure hourly employees get paid on time. Ellen **Engels** brought up some ways Business Office Support can

help that includes workshops and closely working with departments on campus to help navigate the hiring/onboarding process. Comment: This issue is affecting how we do work on campus and how we serve our students. Comment: Transcript evaluations are also backlogged well over 90 days and that is affecting our students.

Presentation Links: [BP 6980](#) , [Administrative Procedure - DRAFT](#)

Action: Classified Senate to complete a first read on the [AP on Sustainability – DRAFT](#) and bring the document back to the next meeting for approval. Classified Senate to highlight the current issue HR, Payroll, Evaluations backlog and how these affect how we do work on campus and we serve our students.

Agenda Item 4: New Business

3. Invitation to VPI, Isabel O'Connor- What questions do you have? ([Jamboard](#)) (**Parrill**)
4. Classified Representation for Accreditation Steering Committee (**King**)
5. Resolution Supporting Asian American Studies (**Parrill**)
6. Intro to Governance 101 Website
<https://sites.google.com/view/mesagovernance101/home>

Discussion: Eva **Parrill** informed the Senate of the upcoming invitation extended to VPI, Isabel O'Connor on Dec 9, 2021 to discuss how the class schedule will look like for the spring term.

Parrill encouraged the group to add their questions on the [Jamboard](#) . Sahar **King** discussed the plan to have classified representation on Accreditation Steering Committee Standards Teams.

King presented the [Accreditation Steering Committee Proposal](#) to the Senate. The ask is to have the Senate recommend leads or members to the [Standards Teams](#). **Parrill** asked for volunteers who would like to help finalize the resolution supporting Asian American Studies.

Presentation: [Accreditation Steering Committee Proposal](#)

Action: Classified Senate members to add questions to the [Jamboard](#). Classified Senate to recommend leads or members to the [Standards Teams](#) by Oct 26th.

Agenda Item 5: Continuing Business

7. Return to on-site work (15-20 Minute check-in) (**Parrill**)
8. [Projects, Activities, & Events Survey](#) – October/November projects
 - a. Name Tag Distribution – Delivery Plan (**Parrill**)
 - b. Fall Fundraiser – Proposal – Postponed until next meeting (**Cannock**)

Discussion: Eva **Parrill** discussed the distribution plan for the name tags. The delivery will take place during the week of 10/18. **Parrill** asked for volunteers to help deliver the name tags.

A fundraiser idea will be presented at the next meeting by Catherine **Cannock**. **Parrill** opened up for discussion regarding return to on-site work. At the end of September, there was an announcement regarding vaccine mandate. There was also an announcement where the return to campus will be at three days beginning with November 1st and five days beginning with spring. Danielle **Short** shared that her understanding to date is that no one will be given the flexibility to work from home on a [permanent](#) basis. [Occasional](#) remote work should be at the discretion of the supervisor still.

Agenda Item 6: Executive Board & Senator Reports

9. President: Eva Parrill
 - a. PCab meeting 10/5
 - b. DGC 10/6
10. Vice President: Sahar King
 - a. DGC 10/6
11. Senate Manager: Anda McComb
12. Treasurer: Alan Goodman

13. Member at Large: Catherine Cannock
14. Immediate Past President: Charlie Lieu
15. Senator Reports
16. AFT Liaison: Danielle Short, JD
17. Ad Hoc Reports

Discussion: Discussion postponed.

Presentation: None.

Agenda Item 7: Committee & Department Reports

18. Program Review/PIEC
19. Mesa Pathways
20. Professional Learning

Discussion: No report.

Agenda Item 8: Announcements/Events

21. Campus Forum- October 26
22. [Classified Events Calendar](#)
23. [California Community College Chancellor's Office Professional Development Survey](#)

Discussion: Discussion postponed.

Agenda Item 9: Roundtable

Agenda Item 10: Next Meeting: *October 28, 2021, 11am-12:30pm, Zoom*

Adjournment

Discussion: The meeting was adjourned at 12:39 pm

Taken by Anda McComb

Submitted by Anda McComb, Senate Manager

Approved on: 10/28/2021