

SAN DIEGO MESA COLLEGE

Classified Senate

Thursday, March 10, 2022 | 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 (absent)	Danielle Short
	Anda McComb, Senate Manager	Anabel Pulido	
	Alan Goodman, Treasurer	Aracely Bautista	<u>Attendees</u>
	Catherine Cannock, Member at Large (excused)	Andrea Lelham (absent)	Toni Parsons
	Charlie Lieu, Immediate Past President	Celine Ahearn	
		Zulma Heraldez (absent)	

Agenda Item 1: Call to Order/Welcome/Check in

Discussion: The meeting was called to order by Eva Parrill, Senate President, at 11:05 am. Parrill welcomed all attendees and provided an agenda overview.

Agenda Item 2: Approval of Minutes

Discussion: Approval of February 10, 2022 Minutes- M/S Anabel Pulido and Sahar King and approved with no objections.

Approval of February 24, 2022 Minutes - M/S Celine Ahearn and Sahar King and approved with no objections.

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

Agenda Item 3: Continuing Business

1. Spring Projects: Name Tags, Classified Service Awards/ Outstanding Classified Employee & Department of the Year Award/ Appreciation Week

Discussion:

Spring Project: Name Tag. A subgroup of the Senate will put an order together for those who need a new name tag or a replacement name tag. The goal is to send an order in the upcoming weeks. An email will be sent out next week to collect the orders.

Spring Project: The Classified Service Awards/ Outstanding Classified Employee & Department of the Year Award/ Appreciation Week are all at the end of May. We should begin planning soon. A subgroup of the Senate will meet next week to begin planning.

Presentation Link: None

Action: None

Agenda Item 5: New Business

1. Credit for Prior Learning (Toni Parsons)

Discussion: Toni Parsons presented on Credit for Prior Learning (CPL). CPL means awarding students credit for knowledge attained in other spaces. A form of CPL is credit by exam that has been practiced for many years at Mesa for a total of 43 courses to date. Another form is portfolio such as in Interior Design. There are several other examples of forms of CPL practiced at Mesa. Currently, at Mesa, there are efforts in trying to move this work forward by creating a faculty lead position and creating workflow, processes, trainings, and entering course-related data. Classified professionals have a key role in guiding students to the appropriate information related to MAP.

Presentation Link: [Mesa CPL](#)

Agenda Item 6: Executive Board & Senator Reports

1. President: Eva Parrill
2. Vice President: Sahar King
3. Senate Manager: Anda McComb
4. Treasurer: Alan Goodman
5. Member at Large: Catherine Cannock
6. Immediate Past President: Charlie Lieu
7. Senator Reports
8. AFT Liaison: Danielle Short, JD
9. Ad Hoc Reports

Discussion: Eva Parrill presented updates from March 1st 2022 PCab. During this meeting two presentations stood out. One was the [Climate Action Plan](#). In this presentation, it was announced the Research/Climate Action Plan subcommittee led by Michelle Rodriguez will host a workshop on March 25th, 11 am to 12:30 pm. Parrill encouraged the Senate to think of ways we could contribute to climate action efforts. The other presentation was the SEA [presentation](#) which contained updates on Basic Skills, Student Success and Equity, and the Student Equity and Achievement Program.

Sahar King presented updates on the newly remote work program request process. An email announcement was sent from HR titled *Remote Work Flexibilities Program*. The steps of how to apply are highlighted in the email and the process should begin with a conversation with the immediate supervisor. Mesa will accept applications during the month of March, and will not review them until April. The Senate members had some clarifying questions: Question: Can the ad hoc and permanent option for remote work be combined? Answer: Yes. Question: Can supervisors approve ad hoc remote works during the waiting period for the approval of the application for the Remote Work Flexibilities Program? Answer: Yes. For classified, the bargaining agreement allows for ad hoc remote work to be approved by the immediate supervisor. The bargaining agreement for classified professionals requires a more permanent remote work arrangement to be approved by the executive management and cabinet. Concern: Employees who have accrued vacation either because of workload and inability to take vacation or because vacation requests do not get approved on time for the employee to make vacation arrangements. Answer: Employees can decrease their vacation time by working out an arrangement with the supervisor where they take full days or half days off for a period of time. Vacation requests must be addressed by the supervisor within 5 days of the original request day. Question: Are those who are over their vacation limits under the remote work program ineligible to apply? Answer: No. They are eligible as long as there is a plan to decrease the accrued vacation to the eligibility limits.

Alan **Goodman** provided an update on the Classified Senate budget. We have \$5,557.74 in our main account and \$2,000 in the Foundation account. The amount in the Foundation account will be used towards scholarships. **Goodman** also provided an update about the Cloud Solutions for the classroom. During the summer, students will start getting access to Office 365, and cloud-based virtual labs for some MULTI, CIS, and the like classes. Catherine **Cannock** announced the Classified Community “Catch Up” team building event on Fri, 3/25 @ 4 pm. A flyer will be sent out to the Senate soon. Charlie **Lieu** provided updates from Mesa Pathways. The Student Success Teams Workgroup engaged the Mesa Pathways group in a discussion around 9 data points or goals to be addressed by future Student Success Teams. Soon, there will be a call out via a form for volunteers to join a Student Success Team. **Lieu** announced the meeting on the strategic planning for SDCCD which will take place at our next PCab meeting on Tue, 3/15 @ 2:15 pm. Danielle **Short** announced the upcoming AFT conference in Boston Massachusetts, July 13th-17th 2022, and encouraged the Senate members to apply for travel funds and attend. Celine **Ahearn** reported from the Admissions side that there are application coming in that are fraudulent. In an effort to reduce the number of fraudulent applications, student accounts are being flagged for their identity to be verified so that they do not enroll in classes or fraudulently apply for financial aid.

Agenda Item 7: Committee & Department Reports

10. Program Review/PIEC
11. Mesa Pathways
12. Professional Learning

Discussion: Charlie **Lieu** reported on Mesa Pathways updates. The Student Success Teams Workgroup will begin recruiting employees to be part of the Fall 2022 Student Success Teams.

Agenda Item 8: Announcements/Events

13. [Classified Events Calendar](#)

Discussion: No Discussion.

Agenda Item 9: Roundtable

Discussion: No Discussion.

Agenda Item 10: Next Meeting: *Mach 24, 2022, 11am-12:30pm, Zoom*

Discussion: No Discussion.

Adjournment

Discussion: The meeting was adjourned at 12:39 pm

Taken by Anda McComb

Submitted by Anda McComb, Senate Manager

Approved on: 03/24/2022