

DVC CLASSIFIED SENATE MEETING
September 21, 2011
Unapproved Minutes

Council Members Present: Lesley Agostino, Rafiqul Bhuiyan; Ann Patton; Monica Pope; Nancy Purcille

Council Members Absent: Wendy Holt, Scott Heiden, Chris Meadors

Guests: Triveni Gorur, Judy Klein-Flynn, Heather Lee, Sue Rohlicek, Nancy Ryanen-Grant

1. APPROVAL OF THE, AUGUST 24, 2011 MINUTES & SEPTEMBER 21, 2011 AGENDA

ACTION: Minutes of August 24, 2011 were approved as amended:

In Item 5, correct spelling of Michael Gong's name so that the second, fourth, and fifth bulleted items read as follows:

- Michael Gong is a member of the Institutional Planning Committee (IPC), which oversees the development, scheduling, coordination, and validation of college-wide plans.
- Gong asked members for suggestions on how a campus-wide plan should be made. Members suggested using other plans as a template, e.g., the Workforce Development Plan.
- Gong welcomes classified input. He noted that campus committee plan documents are on the U Drive.

Under Council Members: Ade Origenwa has been assigned to work at Los Medanos; remove her name from the list of "Council Members Absent".

ACTION: Agenda of September 21, 2011 was approved as submitted.

2. PUBLIC COMMENT (information)

- None

3. ANNOUNCEMENTS (information)

- None

4. COLLEGE-WIDE COMMITTEES (information/discussion)

- As Pope advised in her recent email to all classified staff, there are vacancies on the following committees:
 - Budget Committee
 - Classified Senate Council
 - Foundations for College Success Committee
 - Integration Council
 - Safety Committee
 - Selection Subcommittee
 - Student Equity Committee
 - Sustainability Committee
 - Tutoring Advisory Committee
- Members noted that Pope's email was well-presented, concise, and informative.
- They asked whether there are sufficient classified to serve on all the committees, given recent budget and staff cuts.
- Patton met recently with Student Service Managers re: classified participation. When asked whether staff serving on committees might engender resentment among their co-workers, she noted that those who serve represent *all* classified.
- Council members were urged to encourage co-workers to serve; forward names to Pope.

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5. PROFESSIONAL DEVELOPMENT COMMITTEES (information/discussion)

- The Professional Development Committee has been split in to two committees: one for faculty and one for classified staff.
- Pope advised that the staff Professional Development Committee has developed a proposal for a Mother's Room, which would be available to all staff, both classified and faculty.
- Members noted that:
 - They support the concept but asked why classified professional development funds of approximately one thousand dollars should be used if the campus is legally required to provide it. They asked about the possibility of being reimbursed by the campus.
 - Faculty have offices which they can use.
 - Does the law requiring a Mother's Room also apply to students?
- Patton noted that committee proposals should come before the Council for approval prior to being presented to President Garcia.

6. PRESIDENT'S REPORT (information/discussion)

- Patton advised that College Council, which is comprised of representatives from the four campus constituencies – managers, faculty, staff, and students – has approved the merger of the Institutional Planning Council and the Institutional Effectiveness Committee. The Council also:
 - accepted the Accreditation Focused Mid-term Report;
 - is reviewing its charge, function, and processes; and
 - recently hosted a budget scenario workgroup.

7. PROPOSAL FOR CLERICAL SUPPORT FOR CLASSIFIED SENATE (discussion/action)

- A proposal has been received for hiring hourly support staff for the Classified Senate Council.
 - It would utilize a former permanent staff member whose position has been reduced.
 - Ten hours per week for background and administrative support, including organization and updating the website, would cost approximately four thousand dollars annually.
- Members suggested further discussion of the proposal.

8. DISTRICT-WIDE SENATE COUNCILS RETREAT (information/discussion)

- The four Classified Senate Councils (including the District Office, DVC, CCC, and LMC) met recently. A presenter facilitated a workshop on communication styles and personality types. This was intended to offer insight on interaction and enhancing the effectiveness of committee membership.

9. COLLEGE PRESIDENT'S OPENING MEETING WITH CLASSIFIED (information/discussion)

- President Garcia hosted two meetings with classified staff earlier in September, as this year's Convocation was for faculty only.
- Members noted the need for one, inclusive event. They asked about the possibility of scheduling an all-college day on a date when no classes are in session so that all can participate.

10. CLASSIFIED SENATE BYLAWS AND CONSTITUTION (information/discussion)

- Due to lack of time, this item will be carried forward to a future meeting.

11. ADJOURNMENT

ACTION: Patton adjourned the meeting at 11:45am. Next meeting will be held October 19, 2011.