

**DVC**  
CLASSIFIED SENATE  
August 26, 2015  
APPROVED MINUTES

**Present:** Scott Heiden, Lesley Agostino, Jessica Martin, Gilbert Rocha, Chris Meadors, Lisa Martin

**Absent:** Wendy Holt, Rafiqul Bhuiyan

**Guests:** Joyce Riley, Sonja Nilsen, Teresa Molnar, Peter Garcia

Heiden called the meeting to order at 11:40 a.m.

**1. Approval of the August 26, 2015 Agenda:**

It was MSC, with no objections and by all present to approve the agenda as written.

**2. Approval of the May 20 and August 20, 2015 minutes:**

It was MSC, with no objections and by all present to approve the minutes from May 20, 2015 as written.

Correction to name on 8/20 minutes

It was MSC, with no objections and by all present to approve the minutes from August 20, 2015 as revised.

**3. Public Comment - None**

**4. Council Announcements & President's Report**

- J. Martin noted that there were 45 classified staff who signed in at Convocation. She noted that Catherine Franco forwarded information regarding a Weight Watchers program for staff. Martin reported that professional development funds are available and will send out information to staff. Heiden added that he would like to see short reports from those who use the PD funds for conferences. **Agostino and Martin will work on schedule a committee meeting.**
- L. Martin commented that she was frustrated with the talking during Heiden's speech at convocation. She is working with Teresa Towers to get the billing correct for the senate newsletter and added the deadline for articles for the next edition is September 21. **Agostino will reach out to management to see if they would like to contribute.**
- Rocha commented that he has talked to President Garcia and Christine Worsley regarding classified attending fall sporting events. **Rocha and J. Martin will work on dates/logistics for football and lacrosse – will be placed on next agenda for update.**
- Heiden reported that the revised College Council met on August 19 and noted that the Institutional Planning committee will no longer exist under the new structure.

**5. Security Cameras – Senate was asked to review and provide feedback to be brought to DGC. President Garcia commented that since the policy is not approved the procedure is not as well defined as it should/will be.**

- Concern over where the cameras will be placed and what is defined as a public space
- Assurance that the camera feeds will not be monitored "live"
- Questioned how long the footage would be kept (60 days)
- Would like the parking lots monitored. President Garcia commented that the major entrances/exits and roadways will be monitored.

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- Questioned who will be “policing the police” Heiden added most likely the Chief.
- The cost was questioned and Heiden replied approximately \$1.2 million depending on the vendor and logistics. He added a formal bid process will be used for a contractor.
- Concern about cameras facing the Early Childhood Center and privacy issues. **Heiden noted that he would bring the issue up at DGC.**
- Heiden noted that there is some resistance regarding the use of cameras in discipline against employees and added that people should be using best judgement and act in a professional manner (as to not need the cameras).
- It was requested that classified be called out as part of “staff” in the procedure.
- Garcia and Heiden noted that the primary need for the camera is for theft and burglary. The unions are also involved in the process.

**It was MSC, with no objections and by all present to approve Board Policy 5037 and Business Procedure 10.57 as written.**

**6. Feedback on Convocation –**

- The group was loud during Heiden’s speech. Garcia noted that as well.
- Many felt celebrated and were glad to attend. It was noted that only 45 classified staff signed in.
- Rocha suggested departments work with the convocation agenda and allow shifts of staff to attend.
- It was suggested to close the college until 12:00 p.m., Garcia noted that LMC does do that but DVC does not have the facility to hold all employees.
  - Suggestions included having a dual broadcast in both the PAC and Bistro
  - Live web feeds available
  - Utilize the second level of the HSF building
- J. Martin will send out evaluation to all employees

**7. Strategic Plan Directive, Core Values Review – Heiden reviewed one of the directives and values with the senate. This item will be standing on future agendas.**

**8. Senate Constitution and Bylaws review– Tabled for a future meeting**

**9. Call for Committee Members – Agostino announced that Marisa Greenberg and Allison Albright have been recommended to represent classified on the Research, Planning and Evaluation Committee (RPaEC).**

**It was MSC, with no objections and by all present to approved Greenberg and Albright as members of the Research, Planning and Evaluation Committee.**

Agostino made a call for volunteers or suggestions for the Integration Council. It was asked if staff were entitled to over time for this committee. **Heiden will follow up with President Garcia.**

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Heiden noted that Agostino and Sonia Nilsen were forwarded to participate on the hiring committee for the Vice President of Instruction and he and Teresa Towers will serve on the committee for the Vice Presided of Business and Administrative Services.

**10. Topper Award** – Heiden proposed a new recognition system that involves submitting “Topper” awards via hard copy and monthly/quarterly draw three (?) names for a prize (**Heiden will work with Cindy Goga**). Winners would be acknowledged at Town Hall Forums or via email. All faculty/staff will be invited to participate. **Item will return on next agenda for update.**

**11. College Council Preview** – Tabled

**12. Brainstorm for Senate Goals 2015-16** – Heiden referenced the Senate Constitution in regards to the set policies and tasks for the senate. He noted that the College Council will be setting institutional goals but feels the senate should have personal goals as well.

- Back up representatives to ensure quorum
- Professional development for reps – developing roles and encouraging leadership
- Increase morale and participation
- Presence at Viking Day

**13. Roles and Responsibilities for Council and Senate Members** - Tabled

**Heiden adjourned the meeting at 1:02 p.m.**

Next Meeting Scheduled:      September 2, 2015                      11:30 a.m. – 1:00 p.m.