



Norco College Classified Senate Minutes

Date 12/08/2020

Time: 3:30 PM

Via Zoom

Senate Representatives Present: Ruth Leal (Chair), Patricia Gill, Patti Brusca, Azadeh Iglesias, Caitlyn Welch, Leona Crawford (Secretary)

Senate Representatives Absent: Andy Aldasoro, Suzie Schepler, Chris Poole, Gilbert DeLeon

Senate Members: None

Guests: None

- I. Call to Order - The meeting was called to order at 3:30 pm.
- II. Approval of the Nov 10, 2020 minutes
 - a. Tabled. Secretary Leona Crawford did not provide the minutes.
- III. Senate Business
 - a. Professional Development Coordinating Network: The Senate reviewed the Professional Development Coordinating Network charter document; Discussion on the need to ensure that the network does not become an oversight committee. It has been approved by the Academic Senate. The Senate provided feedback from the last Senate meeting. It was not incorporated. There was confusion on the timeline of when feedback was due. Faculty requested classified professionals' feedback be incorporated before their Senate voted. It was through a meeting with the Academic Senate VP, the PDCN Administrative Facilitator, and the Classified Professional ISPC Chair. It is important that it is an agreement between and not on behalf of classified professionals and the Classified Professional Development Committee. If the Classified Senate agrees then it will be sent to the CSEA NC Vice President for final approval. The charter is being shared at ISPC tomorrow as an information item. PDCN has no oversight over the Classified Professional Development Committee.
 - b. Committee assignments: A new position, the Academic Senate Classified Liaison, was proposed and approved by the NC Academic Senate at their meeting on Monday. The position is to build a bridge for better communications between the two constituency groups. This is an opportunity to create a communication channel to share concerns and viewpoints as well as knowledge and expertise. NC Classified Senate now has to find a viable candidate for this vacancy beginning in spring 2021. NC Academic Senate meets twice per month for two hours. The Senate needs to fill this assignment by February.
 - c. Academic Affairs Prioritization Committee Workgroup: the Classified Senate appointed, via email with consensus and final approval from CSEA NC Vice President, Polly Johnson and Casey Boyer have been assigned to this group.

STATEMENT OF PURPOSE

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- d. Classified Pros SPGM Recommendations: the Classified Professional ISPC Chair will propose a workgroup be comprised of ISPC members at the next ISPC meeting to work on the recommendations during the winter to bring back to ISPC on February 17th.
- e. Shared Governance Resolution: More research is needed to find draft documentation from other institutions. Ongoing.

IV. Senate Subcommittees

- a. Update –
 - i. Classified Professional of the Year – Discussed the recognition award.
 - ii. Communications – Patti, as editor, sent out the Senate Newsletter; The Communications Committee is hosting an Ugly Christmas Sweater Contest on social media and will select the winner of the \$25 Amazon e-gift card prize. The flyer will be sent out by Azadeh via the CSEA Listserv and has been posted on the Senate social media.
 - iii. Shared Governance – Still looking for members.
 - iv. Social Activities – The committee is organizing some holiday fun activities for the December 11th Classified Catch-Up; Encouraged everyone to send in your Ugly Xmas Sweater picture.
 - v. Classified Professional Development – Monica Green has shared information and encouraged classified professionals participate in the Caring Campus webinar on December 10th. The information was shared with the Classified Professional Development Committee, who is considering the Caring Campus Initiative and how to incorporate it into professional development activities and plan. Region 9 Classified Ambassadors Network meeting is on December 15th and is hosted by RCC classified professionals. The Classified Professional Development Committee has representatives that attend these meetings.

V. Committee Reports (Written)

- a. Accreditation – Leona Crawford. No report.
- b. ISPC – Vacant
- c. SSPC – Patti Brusca. No report.
- d. BFPC – Vacant
- e. Diversity – Patricia Gill. No report.
- f. Safety – Chris Poole. No report.
- g. Grants – Caitlin Welch. Grants Committee is putting forth a proposal for a new structure to ISPC tomorrow. Classified professionals feel that it is a good start and were able to provide input on the proposed new structure. It's a living document and a work-in-progress. Current classified professionals who are members on the committee will continue to serve on the panel.
- h. Technology – Suzie Schepler. No report.
- i. Marketing Committee – Ruth Leal. No report.
- j. Guided Pathways – Gilbert DeLeon. No report.

VI. CSEA Report – Andy Aldasoro/Azadeh Iglesias. No report.

VII. Open Forum

VIII. Adjourned at 4:27pm

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