



## Norco College Classified Senate Minutes

Date 4/13/2021

Time: 3:30 PM

Via Zoom

Senate Representatives Present: Ruth Leal (Chair), Azadeh Iglesias, Gilbert DeLeon, Suzie Schepler, Daren Koch, Caitlin Welch

Senate Representatives Absent: Patti Brusca, Chris Poole, Patricia Gill, Ruth Jones-Santos, Leona Crawford (Secretary)

Senate Members: Nico Gutierrez, Alex Spencer, Lilia Garcia, Elizabeth Lopez, Bernice Delgado, Stephanie Olguin  
Guests: None

- I. Call to Order - The meeting was called to order at 3:30 pm.
- II. Approval of the March 9, 2021 minutes
  - a. Daren Koch motioned/Gilbert DeLeon seconded. Approved.
- III. Senate Business
  - a. Guided Pathways Summary Presentation: Gilbert DeLeon introduced the five classified professional team members from the Guided Pathways Equity Teams: Alex Spencer, Lilia Garcia, Bernice Delgado, Stephanie Olguin, and Elizabeth Lopez. Alex Spencer gave a brief introduction and each team member gave a report on their team, goals, and status.
  - b. Committee Vacancies and Assignments: The Senate Chair along with the Shared Governance Committee is currently updating the classified professional representatives appointment list. Senate Representatives were asked to send any updates to Suzie and Ruth. There is still an outstanding vacancy on BFPC (soon to be Resources Council) that the Shared Governance Committee is reaching out to classified pros to fill. Announcements have gone out on social media and the NC-CLASSIFIEDPRO listserv without any interest. The Shared Governance Committee and Ruth will work on the appointments needed for new governance councils (IEGC and APC) as well as taking a look at appointments with new structure in mind. This will be completed by summer as per the Committee Appointment Process.
    - i. Recommendation from Communications Committee to add Nico Gutierrez to the Communications Committee. Nico majored in communications at CSUSB and has experience with social media that would be an asset to the team. Daren Koch motioned/Suzie Schepler seconded. Approved.
  - c. PDCN Charter for 2021-2022: No change to the charter except that it has been updated for the upcoming academic year and the exact number of members was changed to reflect the following members which were listed. The Classified Professional Development Committee recommends approving the charter. Daren Koch motioned/Suzie Schepler seconded. Approved.

### STATEMENT OF PURPOSE

The Norco College Classified Senate is the collective voice of classified professionals that provides recommendations in the college's strategic planning process and actively contributes to the integrity, growth, and success of the college.

- d. Classified Professional Terminology Resolution: Resolution shared with CSEA representatives to bring forth to the chapter for consideration of the terminology. Next step would be updating all Senate documents including the Constitution & Bylaws to reflect the terminology. This item will be added to the agenda as the Senate works through the documents.
- e. Definition for “Participate Effectively”: The ISPC classified representatives have created a guiding principles document. It is only a start and needs work. The question for the guiding principles is how do we assess the outcomes? The effective participation of classified professionals in achieving a voice in college governance is required by education code so that decision-making processes become more inclusive of classified professionals’ concerns and interests. To participate effectively is a guaranteed right of equal respect, equal opportunity, and membership of classified professionals in which effective participation is encouraged and facilitated.
- f. Definition for “Participatory Effectively”: At ISPC, the classified representatives placed this item as a future agenda item therefore we will be working on outlining what it means to participate effectively. This group should work on a proposal. It needs to be clear on guiding principles and some clear examples of how classified can expect to be able to participate effectively in shared governance, strategic planning, and decision-making.

#### IV. Senate Subcommittees

- a. Update –
  - i. Classified Professional of the Year – The committee met and selected the recipient. The announcement of the Classified Professional of the Year will be on April 22. The committee chair contacted the President’s Office for the budget code to order the award.
  - ii. Communications – As part of the memo from President Green, classified professionals were to be provided a listserv for cpros only. Per President Green, the classifiedpro listserv replaces norstaff. This needs to be followed up on so that the nc-classifiedsenate listserv is returned. The college president, chancellor, and president’s admin have all been added to the classifiedpro listserv. Memo stated the listserv provided to cpros would be for classified professionals only. Questions on safe return. College administration gathered questions but they were not conducted through our constituent group leadership. The Senate will gather questions from the Safe Return Workshop and ask for more questions on social media to forward to the president/chancellor via CSEA leadership
  - iii. Shared Governance – No report.
  - iv. Social Activities – No report.
  - v. Classified Professional Development – Guided Pathways Presentation Workshop is scheduled for April 23rd at 10am.

#### V. Committee Reports (Written)

- a. Academic Senate Liaison – Daren Koch. At the March 1 meeting, Academic Senate President reported that the presidents of the Academic Senates at each college, CTA leadership, and the Chancellor met and agreed to plan for a full fall schedule of face-to-face classes and that the announcement was imminent. Daren reported to the Senate about the adoption of the terminology “classified professionals” and shared some abbreviations to use. He also reported about nominations for the Classified Professional of the Year.

#### STATEMENT OF PURPOSE

The Norco College Classified Senate is the collective voice of classified professionals that provides recommendations in the college’s strategic planning process and actively contributes to the integrity, growth, and success of the college.

- b. ISPC – Leona Crawford. No report.
  - 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. No report.
  - h. Technology – Suzie Schepler. No report.
  - i. Marketing Committee – Ruth Leal. No report.
  - j. Guided Pathways – Gilbert DeLeon. No report.
- VI. CSEA Report –Azadeh Iglesias/Ruth Jones. Ruth is on a medical leave through June 4th. The CSEA Negotiations Team is busy with negotiating the contract with meetings taking place weekly. She reported about the multifactor authentication and how to sign in without downloading the application to your personal cell phone.
- VII. Open Forum
- VIII. Adjourned at 4:40pm

#### STATEMENT OF PURPOSE

The Norco College Classified Senate is the collective voice of classified professionals that provides recommendations in the college's strategic planning process and actively contributes to the integrity, growth, and success of the college.