



Classified Senate Meeting Minutes

February 10, 2021 | 11:00 a.m. - 12:00 p.m. | Zoom Meeting

Senators	Attendance	Senators	Attendance
Vanessa Ayala	Present	Jasmine Nguyen	Present
Karen Bowen	Present	Katie Olivier	Present
Nelson Contreras	Present	Andrea Rangno	Present
Audrey Crouse	Present	Teresa Rodriguez	Absent
Kris Cutting	Present	Eva Shaffer	Present
Heather Dominguez	Present	Cecilia Schreyer	Present
Kayla LaBounty	Absent	Leo Stiles	Present
Christina Miramontes	Present	Jillian Whistler	Present

Guests

Ashley Rippeon, Beatriz Rodriguez-Vaca, Belta Moon, Bill Moon, Carlos Amescua, Connie Oh, Daisy Segovia, David Falzon, Denise D'Amore, Eduardo Cervantes, Emily Friesen, Emylie Tran, Eric Bryan, Eva Pok, Hung Dinh, Jami Jacobi, Janet Lazaro, Janine Wood, Jennifer Rivera, John Fawcett, JohnPaul Nguyen, Julie Nguyen, Karen Latham, Katherine Donahoe, Lynn Krieger, Martha Guevara, Martha Munoz-Sanchez, Mary Gallois, Matt Kliman, Maureen Crawford, Matte Segerblom, Michael Oquist, Michelle Auduong, Michelle Khuong, Michell Ozuna, Minerva Mondragon, Mireille Halley, Scott Broberg, Quintin Powell, Sandra Gonzalez, Shannon O'Neal, Stephanie Phonsiri, Sue Harlan, Theresa De Los Santos, Thu Nguyen, Thuy Nguyen, Tiffany Huynh, Tina Rodgers, Veronica Sanchez, Vickie Hay and Zach Gonzales.

Recorder of Minutes: Beatriz Rodriguez

1. Call to Order - Classified Senate President:

President Jasmine Nguyen called the meeting to order at 11:03 a.m.

2. Approval of the Minutes - Classified Senate Body:

3. Motion 1: Senator Eva Shaffer moved to approve the January 13, 2021 minutes; motion seconded; motion approved unanimously.

4. Officer, Senator, and Committee Reports:

- **President's Report** – Jasmine Nguyen:
 1. Coast Colleagues of the Year

- Due February 13, 2021 – Claudia Montoya Andrews from the Office of Professional Development wanted to remind everyone that Coast callings of the year application nominations are due in three days. This is a time to appreciate our colleagues that do the hard work every day from noon to night supporting our students and supporting our staff. Please submit your nominations. You can find the application on the portal. At the bottom of the portal page, under HR, there is professional development and you will find the link for the coast colleagues of the year nomination.
2. Budget
 - How can we help with the budget?
 - Prescription Cost (Name brand vs Generic) – We had talked about budget a lot at the District office. Something that we talked about is, how can classified help with the budget? We do not control the money, but we can control something. District HR sent out an email about prescription costs. When we choose to do a name brand prescription versus a generic prescription, the District covers the cost of the difference. For example, we may pay only \$5 if the prescription costs \$100, but the District actually pays the \$95. That is something to think about the next time you visit your provider. You may consider switching to a generic prescription and saving the District money because that money could go towards something else.
 3. Technology
 - District is going to transition to a Zoom master account on March 8th
 - Communication will go out on how to sign up for the Campus account via email – if there are any Zoom recordings that you would like to download, please do so before March 08. After March 08, the recordings can be found in the trash.
 4. HEDS survey
 - Distribution February 18 on Flex Day
 - 2 sessions on Flex day are dedicated to taking the Survey - We have two sessions allocated on FLEX day so that people get an overview of what the HEDS survey looks like before they even take it. There will be time allocated to take the survey during the sessions. In the case that you cannot participate in the HEDS head survey, our administration is already on board with allocating time for Classified staff to take it.
 - Classified Coffee Break - February 19 at 9:45AM - 10:30AM - We will discuss the importance of the HEDS survey and why this information is so important. We will be dedicating our first Classified Coffee Break, which is the very next day on Friday the 19th towards that conversation of the HEDS survey. We are just going to have a casual conversation on why it is important. If you have any questions about it, we can help answer some of those questions at Coffee Break before you take the survey, if you did not already on the 18th. It is very important. It is something that Classified Senate pushed for at the District level. Many people District-wide came together and demanded that we do this climate survey for our colleagues. We have expanded it to include our students, managers and administration. The opinions and the data that we collect on this can really steer how our college makes decisions.
 5. Admin Panel Q&A
 - E-Board Proposed idea of inviting Administrator Panel to answer Classified questions in a town hall style meeting. President Suarez is onboard with this idea because she wants to hear from the Classified staff about what is important to them and what concerns them.
 - We will solicit from the Classified Professionals questions before hand to help better guide the discussion. We will be soliciting questions beforehand from our Classified colleagues, so that they have a chance to ask whatever questions that they want to ask and then that way we could moderate it during the town hall.
 6. Application for Diversity and Inclusion Taskforce ended yesterday
 - Selection will be made tomorrow at the E-board meeting - Applications for the Diversity and Inclusion Task Force ended yesterday. E-board will be making the selection of a replacement

representative on that Taskforce tomorrow. Whoever is chosen will be notified by tomorrow. This is to replace Jeanette Adame who has moved on from OCC.

7. Guided Pathways State of Adoption Assessment (SOAA) is up for endorsement next meeting February 24, 2021.
 - Steve Tamanaha will be joining us at our next meeting to present a Guided Pathways State of Adoption Assessment. This item will be for endorsement, so we will need as many senators as possible available to do voting.

● **Other Committee Reports** – no other reports

a. Unfinished Business:

- None

b. New Business:

- None

c. Open Forum:

- **Employee questions and comments covered the following topics:**
 - Black History Month celebration is today from 3-4:30 p.m.
 - Please register for Flex Day sessions through Cornerstone.
 - Cecilia Schreyer will be hosting two sessions about the Hazardous Materials Task Force. It is open to everybody. She will also co-host two sessions with Marc Perkins titled *How Well Do You Know Your Campus?*
 - There will be a Flex session happening on February 13th at 3pm. It is a safe zone ally training to be an ally for LGBTQ+ students at OCC. I just wanted to let everybody know that it is a two-part waiting to be officially certified as a safe zone trainer.
 - Either on March 18 or 19th there will be a poll with the folks who attempt part one and schedule the timing that is most convenient for them. It will be hosted and facilitated by Connie Oh and another trainer who is certified by our alliance who does the official safe zone training.
 - Union announcement: nominations are still open for delegates to the annual California Federation of Teachers Convention. If anybody is interested, it is a two to three day Zoom session. You can also nominate someone you think would be a good person to attend or you can self-nominate by sending an email to John Fawcett.
 - The Student Life and Leadership Department and the Student Health Center are doing guided meditation and relaxation series. It is Tuesday from 1 pm to 2pm. The link is on the OCC website.
 - President Jasmine Nguyen will be hosting the guest speaker Tony Santa Ana. If you would like to join the guest speaker, the session will be at 2 pm. He will be talking about the importance of Classified and the work towards equity.
 - CLEEO is hosting a series of webinars on equity engagement at OCC. There is a link on the chat, if you are interested in participating.
 - Happy Lunar New Year!

Motion 3: Senator Cecilia Schreyer moved to adjourn the meeting; motion seconded; motion approved unanimously.

d. Adjournment of the Regular Meeting:

Meeting was adjourned at 11:27 a.m.