

Roll Call		
Alex Claxton	Alyssa Lucchini	Carlos Luna
Christopher Wardell	Diana Espinoza Osuna	Jai Kumar
Jose Zelaya	Juan Vera	Katie Dominion
Liliana Garcia-Artega	Maria Huning	Mary Hale
Phan Minh (Frank) Nguyen Le	Robyn Ledesma	Rosie Morrison
Roslind Young		

Welcome

- Introduction + welcome to the meeting.
- Find past Classified Senate agendas and minutes here: <https://www.canadacollege.edu/classifiedsenate/>
 - This includes if location changes are made.

Student Enrollment:

Roslind Young

- Discussion around increased pressure placed on classified staff and supervisors regarding increased enrollment and presence on campus. Comments on celebration without adjustment to mitigate increased labor:
 - Via Maria Huning: “Students from our sister colleges are still calling us and seeing our counselors because we have "better" customer service.”
 - Via Katie Dominion: “We’ll have international students from our sister schools come in person or call, too!”
 - Via Carlos Luna: “Same with the library. We are also answering a lot of non library related questions along with the additional workload being placed on us but lack of support in terms of staffing”
 - Via Paul Gaskins: “We get a LOT of tech questions”
 - Via Jai Kumar: “We are experiencing the same support needs as Carlos at the Bookstore”
- There is a need for accurate data tracking to present to administration to show the impact of increased student numbers.
- Partially due to the closure of the Transfer Center, student services have been impacted, and students are seeking help elsewhere, causing an increased workload.
- Unit enrollment [Alex Claxton]
 - There are, in fact, more students, but they are less than part-time and will likely be with the college longer if they intend to get a degree.

Upcoming PBC Meeting:

- You should get an invitation to join PBC, so keep an eye out if you are interested in being a member.
 - One spot is available.
- More classified interest in EEOC has been requested.

Mandatory Trainings:

Maria Huning

- Please ensure that you complete any mandatory training from KnowBe4 and Keenan SafeColleges that you have been invited to complete.
 - Be aware that the training from KnowBe4 looks very much like a phishing email in respect to its urgent verbiage and sender information.
 - Keenan SafeColleges training can be located here:
<https://smccd.edu/safecolleges/index.php>
 - Keenan training must be completed before any student field trips can be taken.

Update on Holiday Baskets

Paul Gaskins and Christopher Wardell

- Paul will be depositing a check for \$1415 for the holiday gift baskets!
 - Do we want to offer a 3rd scholarship or increase the two we have?
 - Conversation around inflation and adding on to the existing scholarships was discussed.
 - Ultimately, the decision was made to add to existing scholarships, increasing from \$500 to \$700 each.
 - We offer 1 award per each scholarship ([information found on our webpage](#)):
 - Pat Hanada Student scholarship
 - Gail Kamei Student scholarship
- 477 students applied for scholarships, an increase of 39%.
 - We had 3 student winners!
 - May need to reach out to the SMCCCD Foundation.
 - Entries due by March 6th
- Big thank you to Robyn, Alex Claxton and Jai for their support!

Classified Equity Trainings for April Flex

Michiko Kealoha

- Regarding assessment for Classified equity and PD opportunities
 - What would you like to see?
 - Suggestions regarding training on thriving in a corporate setting and working with managers who have opposing belief systems.
 - Discussion around stress experienced by lower-level managers due to taking on classified work, which is not sustainable.
 - Comments regarding recent managers' forum where some managers felt classified staff were expendable, which caused concern among lower-middle management.
 - Emphasis on the importance of classified staff, who often do the heavy-lifting on campus, and the need for recognition and support.
 - Via Juan Vera for Flex Day PD consideration:

- The VET NET Ally program is dedicated to raising awareness and understanding of the unique challenges faced by military service members and veterans in higher education.
 - <https://www.vetnetally.net/>
- Contact Michiko Kealoha for feedback and suggestions regarding classified professional development opportunities at kealoham@smccd.edu

Good of the Order

- Robyn asks what we would like to do for activities on and off campus.
 - Piggyback events which are already existing?
 - Please email Robyn directly with any feedback on what we might want to do in order to connect: ledesmar@smccd.edu
- Regarding quick-fire request from SMCCCD for people to "retire" early but calling it resignation:
 - There is reasonable concern about this early retirement offer, suggesting it is a strategy to replace experienced employees with lower-paid individuals or a reduction in workforce by not replacing them at all.
 - This agreement is not to be mistaken for a golden handshake.
 - Will be offered to those of at least 5 years in district and at an acceptable age of retirement.
 - Review all wording in contract and board minutes.
 - Go to the board to be even more effective in opposing this.
- We will get two wheel-spins at the upcoming meeting if no one hits the target on the first spin.
 - Alex Claxton is acknowledged for winning the previous wheel-spinning event and reseeding the pot.

Adjourn:

Meeting concluded at 2:12

Next meeting: February 26