



Classified Senate Meeting Minutes

January 27, 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	Absent
Nelson Contreras	Present	Andrea Rangno	Present
Audrey Crouse	Present	Teresa Rodriguez	Present
Kris Cutting	Present	Eva Shaffer	Present
Heather Dominguez	Present	Cecilia Schreyer	Present
Kayla LaBounty	Present	Leo Stiles	Present
Christina Miramontes	Present	Jillian Whistler	Present

Guests

Beatriz Rodriguez, Belta Moon, Bill Moon, Carmella Rodriguez Hardy, Chris Yagerman, Christina Anchondo, Daisy Segovia, David Falzon, Dorsie Brooks, Eduardo Cervantes, Elizabeth Page, Emily Friesen, Emylie Tran, Eric Wilson, Eva Pok, Hung Dinh, Jami Jacobi, Janine Wood, J. Delaney, Jennifer Rivera, Jenny Williams, Jim Davis, John Fawcett, JohnPaul Nguyen, Julie Nguyen, Karen Latham, Katherine Donahoe, Kelly Lam, LeeAnn Culross, Liz Parker, Lynn Krieger, Martha Guevara, Martha Munoz-Sanchez, Maureen Crawford, Matte Segerblom, Michelle Auduong, Michelle Khuong, Michell Grimes-Hillman, Michelle Ozuna, Minerva Mondragon, Mireille Halley, Scott Broberg, Phukhanh Vu, Quintin Powell, Ricky Goetz, R. Topete, Shannon O'Neal, Sheila Kilayko Cruz, Stephanie Phonsiri, Sue Harlan, Teresa Rodriguez, Thao Ho, Thu Nguyen, Tiffany Huynh, Tracey, Veronica Sanchez and Zach Gonzales.

Recorder of Minutes: Beatriz Rodriguez

1. Call to Order - Classified Senate President:

President Jasmine Nguyen called the meeting to order at 11:02 a.m.

2. Approval of the Minutes - Classified Senate Body:

3. Motion 1: Senator Eva Shaffer moved to approve the December 09, 2020 minutes; motion seconded; motion approved unanimously.

4. Officer, Senator, and Committee Reports:

- **President's Report** – Jasmine Nguyen:
 - **January Meetings:**

- Welcome our new Vice President of Instruction - Michelle Grimes-Hillman

Motion 2: Senator Kris Cutting moved to move the first item under new business “*Welcome Vice President of Instruction - Michelle Grimes-Hillman*” to the top of the agenda; motion seconded; motion approved unanimously.

- Remembering Coach Alto – It has been a year since the passing of coach Altobelli. The Classified Senate took a minute to remember Coach Alto.
- President's Diversity and Inclusion Task Force
 - Jeanette Adame was serving on this committee; However, she is no longer at OCC.
 - We will be opening up a call for a Classified Senate representative for the President's Diversity and Inclusion Task Force
 - We will be opening the call for application on Monday 2/1 and close it Friday 2/5 at 5PM.
- DI task force next meeting is scheduled for February 19.
- Thank you, Jeanette Adame, for serving at OCC and the Taskforce.
- HEDS Survey is a District-wide survey.
 - I took the HEDS survey and it takes about 30 minutes, even though the instruction says it takes 15 minutes.
 - Term definitions are presented before question sections (i.e. diversity, equity, harassment)
 - Most questions are on a Likert Scale
 - There are a few free response sections.
 - Try not rushing through the question and really think about it before answering
 - The Survey responses are completely confidential.
 - It is encouraged that Classified Professionals take this survey during working hours or during Flex Day.
 - The survey will be available in English, Spanish and Vietnamese.
- Committee Representative Reports

a. Unfinished Business:

- None

b. New Business:

- **Welcome Vice President of Instruction – Michelle Grimes-Hillman:** Vice President of Instruction (VPI) - Michelle Grimes-Hillman: Thanked the Classified Senate for the warm welcome. The Classified Senate is the backbone of the college. The OCC campus is beautiful. The Office of Instruction staff is the most amazing people she has worked with. She said they must be a good representation of the rest of the staff. VPI Grimes-Hillman provided a short background about experience. Prior to OCC she was at Long Beach City College as the Dean of Academic Affairs. She was in that position for about five years. She took charge of many duties while at LBCC such as guided pathways, scheduling catalog curriculum, etc. She created strong relationships with the Classified staff and Faculty. Prior to that, she was in marketing research. Then she became a part-time employee at that six different community colleges in southern California. She then hired to be a tenured faculty in the department of Psychology at Mount San Antonio college where she was local senate president and local curriculum chair. Then she began to do work for

the academic senate for California Community Colleges. She was at the state level for about five or six years. Then she decided to go into administration. She has transferred to OCC in the middle of a pandemic. She stated that “we live in uncertainty and we have to act with competence”. That is a quote from a motivational speaker by name of Dewitt Jones. He often talks about seeing the possibilities. VPI Grimes-Hillman thanked all the recommendations and feedback regarding Classified Professionals in Guided Pathways. s

c. Open Forum:

o Employee questions and comments covered the following topics:

- The role that Classified plays in Guided Pathways. It currently feels unorganized.
- Classified staff play a supportive role in rolling out something as big as Guided Pathways. The problem is that we are not being involved from the very beginning. We are not being involved in the planning. When it comes time for us to step in and help and support, we do not know what is going on. It slows things down and it creates miscommunication. Everybody should be involved from the very beginning. The Guided Pathways Intervention team agrees with the lack of communication.
- As far as Guided Pathways, there is a link on the portal under resources.
- There is a communication gap between people making decisions/faculty and Classified staff, who are often times the ones working in the frontlines.
- Many students do not seem to know about Guided Pathways. They do not even know how to make an appointment with their counselor.
- There are some changes in Canvas, so there will be new information that will be shared with Classified staff and faculty. The best way to share the info is through the senate meetings, Union meetings, DCC, Flex Day, etc.
- At the District they talked about security of our technology. It is really important to secure your devices making sure that you update your program systems and making sure you are doing virus scans to make sure it is secure.
- The budget meeting got canceled for this month.
- We will be getting more COVID funds.
- We are still in hold harmless.
- K-12 is declining enrollment.
- The following years can be the toughest financially for community colleges.
- There are many budget uncertainties and questions.
- The District is looking for a safe way to return to campus perhaps through a hybrid schedule.
- There are discussions about extending the current MOU to work from home.
- The District has a Hazard Mitigation Plan with the focus on what we can do to mitigate threats to the districts and all the campuses over a five-year span. There will be a very short survey going out about what do you think we need to do at OCC to make it better to prepare yourself.
- You can still register for the vaccine through the Othena website.
- Disneyland and Soka University are two sites for vaccination. There are a couple others in the county.
- In Long Beach, seniors and educators can already take the vaccine. You just need to make an appointment. If you live in Long Beach, you are granted an appointment, if there are any appointments available.
- You are more than welcome to go through your primary care once our position comes up. These county's super sites are mainly focusing on those that do not have that kind of primary care that they can go to.

Motion 3: Senator Vanessa Ayala moved to adjourn the meeting; motion seconded; motion approved unanimously.

d. Adjournment of the Regular Meeting:

Meeting was adjourned at 12:00 p.m.