



Classified Senate Meeting Minutes

February 24, 2021 | 11:00 a.m. - 12:00 p.m. | Zoom Meeting

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

Guests

Angelina Barger, Ashley Rippeon, Beatriz Rodriguez-Vaca, Belta Moon, Bill Moon, Carlos Amescua, Daisy Wolf, Daisy, Dorsie Brooks, Emily Friesen, Emylie Tran, E. Quiroz, Eric Wilson, Eva Pok, Hung Dinh, Janine Wood, Jeanette Grimm, Jennifer Rivera, Jenny Williams, Jim Davis, John Fawcett, JohnPaul Nguyen, Karen Latham, Katherine Donahoe, Kelly Lam, Larissa Nazarenko, Lynn Krieger, Martha Guevara, Martha Munoz-Sanchez, Mary Gallois, Maureen Crawford, Matte Segerblom, Michael Wong, Michelle Auduong, Michelle Khuong, Mireille Halley, Phukhanh Vu, Quintin Powell, Ricky Goetz, Rini Sukaesih, R. Topete, Shannon O'Neal, Stephanie Phonsiri, Steve Tamanaha, Sue Harlan, Thu Nguyen, Tiffany Huynh, Todd Aubin, Tony Bryant, Valerie Suzuki, Veronica Sanchez, Vickie Hay and Virginia Nuzzolese-Laflamme.

Recorder of Minutes: Beatriz Rodriguez

1. Call to Order - Classified Senate President:

President Jasmine Nguyen called the meeting to order at 11:01 a.m.

2. Approval of the Minutes - Classified Senate Body:

3. Motion 1: Senator Eva Shaffer moved to approve the January 27, 2021 minutes; motion seconded; motion approved unanimously.

4. Officer, Senator, and Committee Reports:

President's Report – Jasmine Nguyen:

1. Post-Pandemic Plans

1. The 3 Classified Senates in the District have asked the District to provide training on how to prepare to protect ourselves/work stations once we return to campus.
 1. For example, how to sanitize your work area training.
2. Additional classes have been approved to return to campus
 1. They will have to go through COVID protocol with providing District with safety plans
 2. Some of the Culinary Arts programs and Fashion have been approved to return back to campus.
 3. Students understand the protocol about going back.
3. Vaccination
 1. District is still highly encouraging employees to get vaccinated, if possible.
 2. Orange County is reporting to the District on who received their vaccines.
 3. Keep registering through Othena. After you register, you will get an email to book an appointment.
 4. You might get contacted by HR asking if you have gotten vaccinated.
 1. If you live outside the OC area, such as in Long Beach or LA County, no information is reported to the District.
4. Campus COVID-19 testing
 1. Last week was the first week that we had 0 student athletes test positive! Athletes get tested every week.
 2. IDs are not the only means of validation to get vaccination. Pay Stubs should be enough information.
 3. Although the County has opened up education, some places have limited supply. For example, Kaiser is only focusing on people 75 years old and older because of limited availability.
 4. Walgreens and CVS have focused primarily on frontline workers. As they finish with them, they are going to move on to other groups.
 5. Some facilities are not getting their shipment from the same distributor. Please remain patient.
 6. Rite Aid is mostly providing vaccines for folks in education from k-12.
2. Student Advocates Directory
 1. Making personal connections with staff and students. For example, when a student asks where an office is, to actually have someone walk them other to that office not just point directions.
 2. There will be maybe a Google Form going out for staff to list their skills or things that they can help with. The goal is to provide help and enhance the campus community.
 3. It will be helpful to have an identifiable phone number or email address to refer students to.
 4. RingCentral is a great tool to stay connected. If connected correctly, you could get RingCentral calls in your cell phone.
 - 5.
3. Technology
 1. The Zoom master account transition will begin next month. It will provide some privileges.
 2. Application Streaming
 1. District is testing software via a web-based server for student software such as CAD or SPSS. Do not download things into your computer.
 2. If it's successful with students, we may be switching to this service for all employees.
 3. IOS vs PC
 1. District would like everyone to know that they do not favor one system over the other and will not be committing to converting all campus computers to one system or the other.
4. March 5th is Employee Appreciation Day!
 1. In the spirit of Coast Grams, E-board is going to make a digital version to share with Classified. This will be a fillable file that you can send a nice message to each other to share your appreciation! An example was shown on the screen.

2. It's been a difficult year; Classified Senate is appreciative of everyone for their tireless work towards keeping our students engaged and learning.

- **Other Committee Reports – no other reports:**

- a. **Unfinished Business:**

- None

- b. **New Business:**

- **Guided Pathways Scale of Adoption Assessment (SOAA) – Steve Tamanaha**

- Steve Tamanaha presented the SOAA. It is a point in time of the Guided Pathways.
 - Guided Pathways Initiative – started several years ago statewide to help students in their path to reach their educational goals.
 - It was divided up into four main areas: Create clear pathways, help students choose and enter their pathway, help students stay on their path and ensure that learning is happening with intentional outcomes.
 - Structure: There is a Task Force that is broken down into three groups: Development of Pathways, Improve Onboarding of New Students and Intervention Strategies. Each group has a faculty lead, an administrative lead and together with those are the six people, along with Curriculum Chair lead, Steve Tamanaha, and the two VIPs from Students services and Instruction. They all make up the Taskforce.
 - The SOAA is a tool that is designed to help OCC assess the progress toward adopting essential guided pathways practices at scale. It has three main areas. There is assessment of the essential area practices, Student Engagement & Support – Student Ambassadors and Success Story.
 - The document was written by faculty and administrative design team leaders, GP Task Force, and Sheri Sterner. It is a document due on March 01, 2021. It is being presented to the different bodies in the college. They are asking for endorsement from each body.
 - The essential area elements are: area of topic, scale of adoption, progress to date, term, next steps, timeline for next steps, support needed, challenges or barriers, and equity considerations. Steve Tamanaha showed what the SOAA looks like and provided an example. The document is over 30 pages long.
 - There is a program mapper on the website for students. If a student changes majors, they can look at the new map. They can also see a counselor.
 - In the future, they might work on developing a software to input all the data.
 - There are regional meetings.
 - This is a continuous commitment.
 - Steve Tamanaha stated that he will return to provide an update.
 - Comment: It is important to note that not all students are in the same place. Some are focused on what they want to be whereas others are more focused on making money because of the circumstances that they live in. This should be kept in mind in their guided pathways.

Motion 2: Senator Eva Shaffer moved to endorse the SOAA; motion seconded; motion approved unanimously.

- **President & Vice Presidents Town Hall:**

- The purpose of the Town Hall is to get all the questions answered that have come up during the past few senate meetings. These will be questions about enrollment, retention, COVID, etc.
 - The proposal date to have the Town Hall is during Coffee Break on Friday, March 19, 2021.
 - The questions will be solicited beforehand and they will be anonymous. This will be done through a Google Form.

Motion 3: Senator Eva Shaffer moved to have the President and Vice President’s Town Hall on Friday, March 19, 2021 without a specific time yet; motion seconded; motion approved unanimously.

c. Open Forum:

- o **Employee questions and comments covered the following topics:**
- o Fry’s will close their stores. If you need any electronics, feel free to check it out.
- o Negative social media comments are already being addressed.
- o The OCC Symphony put on a recorded performance. It is a beautiful performance and it is posted on Coast to Coast.

Motion 4: Senator Eva Shaffer moved to adjourn the meeting; motion seconded; motion approved unanimously.

d. Adjournment of the Regular Meeting:

Meeting was adjourned at 12:06 p.m.