



# Classified Senate Meeting Minutes

October 28, 2020 | 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	Absent
Heather Dominguez	Present	Cecilia Schreyer	Present
Kayla LaBounty	Present	Leo Stiles	Absent
Christina Miramontes	Absent	Jillian Whistler	Absent

## Guests

Alexia Wood, Andrew Deaso, Ashley Rippeon, Beatriz Rodriguez, Belta Moon, Carlos Amescua, Carmella Hardy, Christopher Yagerman, Claudia Montoya-Andrews, Connie Oh, David Falzon, Denise D’Amore, Emylie Tran, Eva P Gabrielle Ridley, Heather Riessen, Ivane Bui, Jami Jacobi, Janae Wood, Jeanette Adame, Jeanette Grimm, Jennifer Rivera, Jenny Williams, Jim Davis, John Fawcett, John Paul Nguyen, Karen Latham, Karen Cifuentes, Kat Donahoe, Kelly Lam, Linda Tiger, Martha Munoz-Sanchez, Matte Segerblom, Michelle Auduong, Michelle Khuong, Michelle Ozuna, Mireille Halley, Scott, Patricia Kopp, Phukhanh Vu, Quintin Powell, Sarah Bennani, Shannon O’Neal, Thuy Nguyen, Tiffany Huynh, Tina Rodgers, Veronica Garcia, 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:

**Motion 1: Senator Kris Cutting moved to** approve the October 14, 2020 minutes with minor corrections; motion seconded; motion approved unanimously.

### 3. Officer, Senator, and Committee Reports:

#### a. President’s Report – Jasmine Nguyen:

- Return to campus/Post-Pandemic Plans
  - DCC and College Council are starting the conversation of what a return to campus post-pandemic would look like. The committee asked each representative to go back to their constituent groups and ask them what items or protocol process they

would like to see in place before the return to campus. For example, plexi-glass, hand sanitizer stations across the campus, PPEs, a vaccine, COVID testing, etc. Any ideas, thoughts or concerns can be submitted to Jasmine Nguyen at [mnguyen109@occ.cccd.edu](mailto:mnguyen109@occ.cccd.edu).

- o All other constituent groups will gather information and will bring it back to College Council and then onto District Consultation Committee (DCC)
- Housing presentation with Jamie Kammerman and Dr. Derek Vergara
  - o The housing presentation will be moved to the November meeting (November 18) due to a conflict of schedule. They will be answering any questions.
- District Climate Survey
  - o There will be two surveys in the next few months, the PACE and the HEDS surveys.
  - o The PACE survey that will come out in November is a regular survey that is sent out every other year. The wording is similar to the HEDS survey.
  - o The HEDS survey is a survey in response to the current racial climate.
  - o This is different from the HEDS survey that will be distributed in February.
    - The HEDS survey is the climate survey that is in conjunction with the President's Equity and Inclusion Taskforce.
- Classified Coffee Break
  - o The first Classified Coffee Break took place on Friday, October 16. It was a success. Jasmine thanked everyone who attended, especially Gabrielle Ridley who gave a presentation on the importance of self-care.
  - o Jasmine thanked everyone who donated for the Sprinting to Success Scholarship Fund. They raised \$275, which is a third of the way to one scholarship.
  - o The next Coffee Break will be on November 20, 2020. Faculty member Alexandra Yates will do a demonstration on how to cook a healthy meal on a budget
- b. **Vice President Committee Membership & Outreach – Nelson Contreras**
  - There is one seat open for College Council. An email went out with a link for anyone who is interested in filling the vacancy. College Council meets the first and third Tuesday of every month.
  - All committee representatives should have received a link with a report out form. Beatriz Rodriguez will assist on posting the reports on the Classified Senate portal page.
    - o Jasmine: Explained that College Council is like an extension of the President's Cabinet. It includes the President's Cabinet and all of the constituent groups such as Academic Senate, Academic Union, Classified Senate, Classified Union, student representatives, etc. It is a combination of representatives of everyone on campus. When decisions are made on College Council, it is a shared decision for everyone.
- c. **Vice President Communication and Marketing – Audrey Crouse**
  - If anyone has any topics or ideas to share for the newsletter, please send them to Audrey Crouse. Audrey asked for ideas that staff would find interesting or fun to read. She also asked for feedback.
  - We will continue to highlight senators and other classified staff. Let's share about one another.
- d. **Vice President Finance & Events – Vanessa Ayala:**
  - Restated that the first Classified Coffee Break was a success. She thanked everyone that donated. There will be another one; any donation would help.
  - An email will be going out to staff to judge the pictures that were submitted for Halloween, whether that was their costume, pet costume, work space, home décor, etc. everyone's

participation is encouraged. The winners will be announced on Friday, October 30. They will receive a \$25 gift card.

- The Classified Senate would still like to do something for the holidays. If anybody has any donations or if they know of gift cards, they can email Vanessa. December is a short month.

e. **Budget Committee** – Teresa Rodriguez:

- Teresa said that the last budget meeting was prior to the last board meeting where they approved the budget. Today, there will a District-wide budget meeting to go over what the real numbers are. The numbers that they gave them in the last campus budget meeting were still just projections. Back then, the projection was that OCC would have about a 2% deficit this year. It showed that the current spending was likely less at this point in time than it was last year. OCC started with \$3 million in carried over funds and it is going into this year with \$3 million less. Overall, OCC is starting the year with \$6 million less in the budget. They allocated \$500,000 to ARR. Not funding ARR would be detrimental for the college. We are in the yellow zone. The primary areas of financial exposure continue to be the self-supporting areas: the cafeteria, health services, children’s area, etc. The college continues to have significant personnel costs without producing any revenue. That will significantly impact the bottom-line. The recycling center is scheduled to reopen soon. That might help. There will be more information after today’s District meeting.

**4. Unfinished Business:**

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- a. None

**5. New Business:**

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a. **Speak up and Be Heard Workshop- Gabriella Ridley:**

- Gabriela Ridley – Presented a PowerPoint on how to “Speak Up and Be Heard”. This is important because there will be conversations about reorganizations, racial climate and other changes in the horizon. We want to ensure that everyone feels that they can have a voice in the decision making within their own departments or committees that they serve.

**6. Open Forum:**

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- a. **Employee questions and comments covered the following topics:** None.

**Motion 2: Senator Vanessa Ayala moved to adjourn the meeting;** motion seconded; motion approved unanimously.

**7. Adjournment of the Regular Meeting:**

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Meeting was adjourned at 12:00 p.m.