



Classified Senate Meeting Minutes

November 18, 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	Present
Nelson Contreras	Present	Andrea Rangno	Absent
Audrey Crouse	Absent	Teresa Rodriguez	Present
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, Belta Moon, Bill Moon, Carlos Amescua, Carmella Rodriguez Hardy, Christina Anchondo, Christopher Yagerman, Connie Oh, Daisy Segovia, Derek Vergara, Emylie Tran, Eva Pok, Heather Riessen, Jamie Kammerman, Janae Hunter, Janine Wood, Jeanamarie Pirió, Jeanette Adame, Jeanette Grimm, Jennifer Rivera, Jenny Williams, John Fawcett, JohnPaul Nguyen, Kare Latham, Katherine Donahoe, Kelly Lam, Linda Tiger, Liz Parker, Lynn Krieger, Martha Guevara, Martha Munoz-Sanchez, Mary Gallois, Melissa Rowden, Matte Segerblom, Michelle Auduong, Michelle Khuong, Minerva Mondragon, Mireille Halley, Scott Broberg, Patricia Kopp, Phukhanh Vu, Phuong Phan, Quintin Powell, Rebecca Morgan, Shannon O’Neal, Sheila Kilayko Cruz, Sherri Schroeder, Stephanie Phonsiri, Thao Ho, Thu Nguyen, Thuy Nguyen, Tiffany Huynh, Tina Rodgers, Veronica Sanchez, Vickie Hay and Zach Gonzalez.

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:

Motion 1: Senator Heather Dominguez moved to approve the October 28, 2020 minutes; motion seconded; motion approved unanimously.

3. Officer, Senator, and Committee Reports:

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

- o **Post Pandemic Return to campus plans:** The District is making plans on how to keep everyone safe when we come back to campus.
 - The COVID numbers for Orange County are going up. It is now back to the Purple tier, which is the most restrictive.
 - The Chancellor has suggested that we may have to go back to limit only core essential workers on campus
 - Timelines may be delayed to return to campus, but processes are still being discussed at the District.
 - We are making an extra effort to emphasize that we need to have options for employees to work remotely if they do not feel safe or if they are not feeling well. The Classified Senates want to give people choice.
 - We need to create a culture of allowing employees to stay home when they are ill and are not portrayed as heroes for working through their illness.

- o **Requesting changes to AP 7120A:** An Administrative Policy.
 - The executive hiring search committee.
 - CFCE does have a voting seat, but the Classified Senate does not.
 - This currently does not include a Classified Senate representative. It is currently not in the policy. We are advocating to add the Classified Senate permanently. That would allow a voting Classified Senate voting member.
 - CCC's President's Dr. Adrian is retiring.

- o **Classified Coffee Break this week is moved to 10:30-11:15AM**
 - Due to the President's Equity and Inclusion Taskforce Shared Language workshop 9AM-10:30AM
 - Alexandra Yates will no longer be able to show how to make a meal on a budget. She teaches at that time. We will have an open discussion, instead.

- b. **Vice President Finance & Events – Vanessa Ayala:**
 - At the last meeting I mentioned how we would like to do some type of bundling for classified and even open it up to the District and other campuses.
 - We are able to either purchase tickets or do a bidding. That is still being figured out with Liz Parker and the Foundation.
 - We have gotten a trip for four kayaking with some other goodies so far.
 - If anybody else has anything they are able to donate or offer, please let me know. I would like to put bundle packages together by December 1.
 - We can maybe have an email go out where we can start showing what we are going to have to offer. We can maybe do four to five bundles.
 - I sent some emails out to other organizations, to see if they were able to donate anything. I am waiting to hear back.
 - If anybody has anything to donate, please email or message me. We can schedule something for pickup. I am willing to go and pick it up on weekends or after work. If you have any other questions, just please let me know.

- c. **Budget Update – Jasmine Nguyen:**
 - The California budget was delayed due to COVID, taxes, etc.
 - One way to reduce the budget was to cut 8%.
 - They decided that they were going to delay that until they saw the actual budget.
 - At this point we are starting to see the actual budget. We are looking at a 2% deficit right now. It is probably going to be 1 to 2%.
 - We are in hold harmless, which means that we are guaranteed the budget that we had in 2019 and 2020. That amount of money is guaranteed to us, even if our enrollment drops down below.
 - We do not know the impact of the SRP yet. We do not know the financial impact and what that looks like on the fiscal budgets.

- The Budget Committee did recommend that we not hire more full-time faculty with the exception of specialized areas.
- There are quite a few very specialized programs that have only one faculty member, so those are the only ones that we are considering to hire like a second factor.
- The current budget solution is the hiring freeze and the SRP at this point. Until we get a really clear number of what our actual budget is, we will not be able to make more decisions just yet.

Quintin Powell commented that The SRP second round is going into the Board this evening at five o'clock and the administration is recommending to not accept the SRP. It looks like it is going to be rejected, unless the Board sees that there is some value in it. Anybody who wants to dial in and listen to the Board of Trustees meeting tonight to see what the reasoning is for recommending rejecting

Liz Parker announced that there is actually some good news from the state. They took in \$8.7 billion more in revenue than they anticipated. It is going to make a change in how much money we get our COLA, but it may reduce some of these deferrals which means that the money that they owe us, that was not going to be paid, may be able to be paid.

d. Unfinished Business:

- o None

e. New Business:

- o **Student Housing Presentation – Dr. Derek Vergara & Jamie Kammerman:**
 - Derek Vergara introduced himself and Jamie Kammerman.
 - Jamie Kammerman presented a PowerPoint on the new housing. She stated that on campus housing has many benefits to students academically and socially. It also helps students feel a sense of belonging.
 - Jamie said that the prices are lower than other on campus communities in the area.
 - There is a third-party company that serves as property manager. They do the outreach, recruitment and partnership with the campus. They process applications. They are the ones who actually hold the housing agreement with the residents. Their team also works with the campus.
 - RAs will keep students accountable. They are hired by the Simon group. We work really closely in partnership with Simon for it to be a seamless experience as a resident.
 - The formal opening of the campus took place last September.
 - In terms of the eligibility and priority for residents, they need to be an enrolled student either full time or part time at OCC. We have actually opened it up to Coast District students including students attending Golden West and Coastline.
 - In terms of the application process and placement priority is given to former and current foster youth and students who have been experiencing homelessness. We are not at full capacity currently, so that has not been something that we have had to really implement in a stringent way.
 - The housing agreement is between the student and the Harbor. There are hardware Community policies that are very residential specific. students are also expected to comply with all board policies and administrative procedures at the district, and in particular the student code of conduct.
 - There is no security deposit. There is no cosigner required for them to be eligible for the housing.
 - In the event that a roommate maybe does not pay their monthly installment. It has no bearing on an individual student.

- In terms of the screening for housing, there is a background check that is completed by the sign group and the college is actually requiring some immunizations.
- In terms of the actual facility in our operations the harbor has 316 units. There are five different layouts, but 316 in total. It has 823 bed spaces.
- In terms of the amenities, the apartments are fully furnished so students really just need to bring with them like their pots and pans, small appliances, bedding and towels. It comes with all the living room, dining room and bedroom furniture for them. They have a full kitchen, a standard refrigerator, stove and microwave. They also have a dishwasher and washer.
- In terms of some of the community or amenity spaces, the Harbor offers a number of study lounges and outdoor space. There are other amenities such as bike storage, outdoor kitchen, etc. Students do not have to pay for laundry. There is no cable TV service.
- The maintenance staff for the harbor is separate from OCC.
- We have resident's education coordinators that live on the property 24/7 and are available on call capacity. They should there be any student emergencies or student concerns.
- We have 17 Resident Advisors that are all OCC students who live in the Harbor and help to facilitate the community.
- The harbor also has a private security, who is there on evenings and weekends to assist in just patrolling the community and making sure everything is safe and secure. There is also a relationship with campus safety.
- We have five different floor plans available that range in price from \$995 a month to \$2050 a month. There is a virtual tour available.

Jasmine Nguyen asked about the recent incidents at the Harbor related to carjacking, etc.

Derek Vergara commented that students are as safe as possible. Unfortunately, they cannot guarantee 100% safety for students. There are a lot of things that are not in their control. They did hire a security person that comes in at 7pm until the morning hours. The daytime hours will be handled by the staff.

Quintin Powell asked if the COVID vaccine will be required for student housing.

Derek Vergara said that the vaccine is very controversial right now. That conversation has started. They are following the CDC guidelines at the moment.

Quintin Powell what do you expect the occupancy rate of the residential hall to be? are we preparing for a large number of students to come in, or do we think we are going to struggle to get back to those numbers that get us at a break even?

Derek Vergara pre COVID-closure, we would have been almost full. With COVID, they had to release people from their leases because parents were losing jobs and some people were scared. About 190 people were released from their leases. International students not being able to come to the country has also made a big impact on our occupancy, as well. We are expecting about 115 new residents in January and that number is increasing weekly.

Quintin Powell suggested partnering with the people that run the swimming pool.

Eva Polk asked if they can give an overview of the application process timeline.

Jamie Kammerman: For a student to complete their application for student housing with the harbor they need to have applied to the coast Community College District. One piece of information that they are asking for on the housing application is the students OCC student ID number. We have

a handful who have slipped through but we would not offer an agreement unless the student was able to provide that. If they have that when they are applying to housing, we are able to advance their application for others who have applied to the college, but it takes a couple days for them to get their ID. We let them know "just wait until you get it so that you can complete it". Once a student applies and has the ID, they are signing at that point. With the Harbor's fair housing standards, once a student has completed their application, if they meet that eligibility requirement, they are provided a house in agreement. Once the student signs it and its counter is signed by the science team, then that is the binding contract.

Eva Shaffer: What type of student life are you going to be providing as far as activities?

Jamie Kammerman: We are currently offering virtual events and programs for students. They had an OCC virtual bingo to help them learn about different parts of the college. This week we are providing a grab and go Thanksgiving meal for the residents. The RAs will be in charge of offering programs once a month that meet those shared values that we shared earlier. Some of them might be planned internally by an RA or a floor. We certainly want it to be collaborative in nature and how we are connecting with the campus. There will be community development programming.

- o **Classified Senate Holiday Treats for the COVE:** Jasmine Nguyen
E-board was thinking about doing holiday treats for the COVE. It would consist of small candy bags or just treat bags so that we could give out to some of our students just for the holidays to share that we are thinking of them and that we are hoping that they are well. There is a public link which is an online holiday message board for students. I encourage everyone to post a picture of their families and not just yourself just show students that we have life beyond campus.

Vanessa Ayala has some candy donated from the Union President.

Senator Eva Shaffer moved to accept the Holiday Treats for the Pirates Cove, motion seconded; motion approved unanimously.

Liz Parker commented on how to make donations.

f. Open Forum:

- o **Employee questions and comments covered the following topics:**
 - The reopening of the Recycling Center.
 - Coffee Break money raised (\$388 to date).
 - Stipend for Classified Staff (\$250) most likely to be distributed in January.
 - The VPI hiring process.

Motion 2: Senator Eva Shaffer moved to adjourn the meeting; motion seconded; motion approved unanimously.

g. Adjournment of the Regular Meeting:

Meeting was adjourned at 12:13 p.m.