

Classified Senate Open Meeting

Meeting Time: 11:00 am – 12:00 am. Tuesday, February 25, 2025

Location: Via Zoom: Join Zoom Meeting

<https://canyonsonline.zoom.us/j/82654998006?pwd=KaRsRAMFaaBIJdkpmbbt8NCHBcpdhV.1>

Meeting ID: 826 5499 8006; **Passcode:** 487843

One tap mobile +1-669-444-9171 US +1-720-707-2699 US (Denver)

If you need help joining contact: marilyn.jimenez@canyons.edu

Summary

A. Call to Order: 11:04 am

I. Executive Board Attendance:

1. Michael Monsour, *President* - present
2. Joanna Kelly, *Vice President* - present
3. Lisette Godinez, *Treasurer* - present
4. Marilyn Jimenez, *Secretary* – present
5. Kristin Haywood, *Public Information Officer* - absent

II. Non-Executive Board Attendance:

6. Fred Babola, *TLC Senator* - absent
7. Gina Thompson, *CARE Program Senator/Outreach* - present
8. Hiba Edghim, *Career Services Senator* - present
9. Juan Renteria, *Instructional Technician (Photography)* - absent
10. Justin Bradshaw, *Custodian/M&O Senator* - present
11. Lalo Soto, *Information Technology Senator* - absent
12. Nick Schutz, *Library Senator* - present
13. Rosario Gonzalez, *Personal & Professional Learning (PPL) Senator* - present
14. Sandra Esquivel, *Human Resources Senator* - present
15. Souhalia Elmourkari, *Empowerment Programs Senator* – present

III. Greetings and Introduction:

1. Welcome to guest, special guest and additional administrators and confidential.

IV. Overview of meeting purpose:

1. Michael Monsour went over the purpose of the Classified Senate. He further explained that the Andrea Varney is the current CSEA President. CSEA oversees areas of contract and working issues. Idea of the Classified Senate is for classified to have a voice on campus.

The areas of polices are sometimes discussed with both Classified Senate and CSEA to ensure classified are represented in both sides.

V. Presentation of ground rules and guidelines for participation:

1. Michael welcomed the new officers Kristin Haywood who is now our new Public Information office and will be helping with marketing. Michael also welcomed Sandra Esquivel our new Senator for Human Resources and Barbara Andrade who is our new Biology Department Senator and who works in the instructional biology labs at CCC.

B. Officers:

I. Updates from executive team

II. Treasurer's update: Financial overview and key highlights

1. Lisette gave an update on the budget. The total budget currently stands at \$2,500 and the budget report includes expenses for chocolates purchased for the holiday grams. Total collected from the holiday grams is \$1,605.00. Expenditures include the joint meeting with CSEA for holiday party and gift cards purchased. Upcoming expenditures are for about \$300 for coffee and donuts. All are welcome to donate.

C. Facilities Update:

I. Discussion on Facilities project e.g. Student Housing and Advance Technology Center (ATC).

1. The ATC will be built on Lot 6. This is the area that sits in between the parking lot structure PICO Hall. Erin Tague may attend future meetings to show conceptional drawings. Justin will help to facilitate. A list of space inventory for the first and second floor was shared. There will be much augmented reality.

II. Donut Drop and opening of the new Classified Breakroom

1. There was an invite to attend the Thursday donut drop and coffee. This is a chance to interact with classified.

III. New Classified Break room in ICC:

1. There is also a new Break room next to the ICC. The room has a fridge and microwave.

D. CCC Taskforce/Cares Update:

I. Review of ongoing initiatives

1. Joanna Kelly provided an update on Canyons Cares. The group had their first meeting last Thursday. Canyons Cares received approval for the Friendship Bench in front of the CCC amphitheater and there will be another one installed at the Valencia campus. If anyone wants to join Canyons Cares and work on improving the campus experience for student, please contact Joanna.
2. Two summits were held at CCC focusing on the future of CCC. Michael Monsour was in attendance and developed a taskforce to ensure classified voices are heard. The taskforce meets online and will meet to review all data and discuss impacts, challenges and recommendations to make sure classified are represented in decision making process. The idea is to also brainstorm for the next generation of CCC. The taskforce discussed putting signs such a digital marquee to direct traffic to the right places. The taskforce will meet 4-5 times then report out. At the next BOT meeting Michael will present a report with feedback from classified.

II. Discussion on next steps and action items

E. Special Guest Introduction:

I. Introduction of Dr. Thea Alvarado

1. Dr. Alvarado gave a special thank you to all classified for the thankless work. Dr. Alvarado is the new liaison with CCCO and believes in the shared governance model. In addition, she shared that we are at the midpoint of the accreditation process. She will write a report and will solicit input from all stakeholders.

II. Q&A session with our Interim Chief Instructional Officer (CIO)

1. *Q: Classified Senate has been strong on discussion the campus culture. We want to change from thankless work to understood and recognized work. Making sure classified voice are heard. What will you bring to the campus in terms of classified support?*
 - a. A: Thea started as a student and came back to teach a few years later. Was adjunct faculty for 10 years at another community college and became chair and division dean. When Dr. Torres advanced to his presidency she was asked to return to COC. Due to 8 years absent she is seeing many issues that were presented 8 years ago that are still there. It is important to look at it from a new perspective. There are different organizations available to discuss issues. Dr. Alvarado will be meeting with Michael Monsour monthly.
2. *Q: Michael worked on the last accreditation cycle. There were some areas that were worked on to improve campus culture such as the 10+1 and shared governance. It is important that classified is not just involved for logistical elements for note taking to provide research and data. It is important that Classified have a voice for the college and are able to provide real input.*
 - a. A: There is a tri-model for accreditation and no one person is less important than the other two. There are standards that speak to classified work. For example, what we do with the library and TLC? There are areas that no one else will have that expertise other than classified.
3. *Q: What are some of your thoughts on the role classified professionals play in instruction and how classified add value to instructional programs?*
 - a. A: Dr. Alvarado feels it is important to meet with each of the instructional deans 1:1 and hear them to discuss their scheduled classes and walking their areas. It is important to walk to classrooms, restrooms, labs and storage rooms. Dr. Alvarado aims to interact with all people on campus. A big part of perspective is to understand what everyone does and how to optimize it. Dr. Alvarado brings much heart to the position and believes in the human aspect and lives being affected.
4. *Q: When you meet with Deans in different areas, do you have plans where you are asking such as have you reached out to your classified professionals?*
 - a. A: Dr. Alvarado has regular one-on-one meetings with Deans and has the Deans Council meetings in person on Mondays. The last 30 minutes of the meeting are set aside for deans to share what is going on in their areas? What could be done better? Make sure they are checking in with their classified professionals.
5. *Q: New BP 7220 allows for the ability for classified to participate in meaningful work and not just logistics mindset. Many times, classified is not just setting up and taking notes. How do you see yourself as a leader when working in the areas when there is a culture shift.*
 - a. A: Dr. Alvarado wants those who want to do that work to feel they can do it. However, for those who feel they are overwhelmed they need to let that be known. Instructional Deans are keeping open their lines of communication...

6. Q: What are your experiences with co-curricular? Do you have any vision for how to collaborate?
 - a. A: Dr. Alvarado came from a campus where instruction and students were extraordinarily siloed. She wants to make sure there is communication on both sides of the house. There is a major issue with fraudulent students and with classes being cancelled. This affects registration, students who cannot get into the class (such as athletes and international), Financial Aid, educational plans, class modalities and facilities. There was a suggestion to consider hosting a townhall once a month with classified to get feedback.

F. Shared Governance Remodel Preview Update:

- I. Overview of recent developments
- II. Discussion on implications and next steps
 1. There is a new concept for how shared governance will work. Dr. Daylene Meuschke is helping to draw out the plans. A draft was shared. For example, if someone has an idea in the past, Dr. Van Hook would give her blessings. Now the idea is to standardize the process and make sure that ideas are saved and commented on. This is part of the new culture and of less top down.
 2. This new process begins with a project initiation form & pathway assignment. The next step is to have an idea assigned to one of three pathways. Each pathway has a SIT coordinator.
 3. The 80 committees were groups together to review and determine how to be more efficient. There will be a project steward who initiates the form. Once the idea is developed it will go back to coordinator and be presented to IE2. In the new model, which will start in fall 2025, there will be appointments of classified members to review the agenda items. This will be tagged to the program moving forward. The CEO will chair the Shared Governance Council and ultimately will decide if this is actionable and if there is funding. Then ideas will then move to BOT.
 4. This is about improving the transparency of how things get done. The decision-making guide is 300 pages long. Increasing the voice of those at the table. IE2 has modeled this and is taking a much bigger role to ensure voices are at the table. The student government is part of IE2. Classified are welcomed to participate, and the next meeting that is scheduled for March 11th.

G. Open Forum and Good of the Order:

- I. Report-outs from committees of note
 1. CSEA helped to create the break room in ICC. Andrea shared a reminder to all classified to go in person to vote on March 18th at 11:00am in Aliso 108.
 2. Campus Life and Student engagement will host their event
 3. Are students represented on CPT? There are representatives from ASG. IE2 will take the place of CPT in the new shared governance model.
- II. Open discussion for additional items and member feedback

H. Trivia and Giveaway:

- I. Opportunity to win prizes!
 1. Lynn Suh is the winner of the trivia game. – Answer: over bored

I. Adjournment: 11:58 am

- I. Closing remarks