



Executive Board: President **Olga Prizhbilov**
Vice President **BonnyJean Bowman**
Secretary **Beth Madigan**
Treasurer **Lynn Grimstad**
Communications **Kristin Farlow**
Past President **Regena Tiner**

**CLASSIFIED SENATE MEETING
FINAL MINUTES**

LOCATION: Zoom - Virtual Boardroom

Date: January 13, 2021

Time: 11:30am – 1:00pm

Join us: <https://us02web.zoom.us/j/99022750380>
Meeting ID: 990 2275 0380

Attendees:

Olga Prizhbilov, Beth Madigan, Lynn Grimstad, Kristin Farlow, Liz Geisser, Mario Rodriquez, Cesar Reyes, Caitlyn Spencer, Bee Curiel, Corey Winfield, Beth Talbott, Shamona Thompson-Ross, Stacey Gershon, Ryan Bonomo, Carissa Thomas

Excused Absences:

Regena Tiner, BonnyJean Bowman

Unexcused Absences:

Liz Johnson, Viorica Petcan, Vlad Tsoy

Guests in Attendance:

Sherry Kimbrow, Isolina San Juan, Bernice Foster, Khou Vang, Vicki Alonso, Rosa Lane

Preliminaries

- 1) Quorum was determined
- 2) Senate Meeting was recorded
- 3) Meeting called to order at 11:38 a.m.
- 4) Approval of January Agenda by consensus
- 5) Approval of December 9, 2020 Minutes by consensus with one change (typo)

Informational Items

- 1) Carissa Thomas joins Classified Senate to fill in for Jessica Taylor
- 2) Winter Luncheon Committee Wrap Up–form or survey to attendees sent by email



- 3) *Retaining Employees of Color* Report – Jen LaFlam invited as February Guest Speaker
- 4) Classified Senate Representation to Academic Senate – Alisa Shubb will agendize
 - Option: add new Officer position to Bylaws with a job description
 - Option: ask current Senator to volunteer as liaison to Academic Senate
- 5) Succession Planning for Classified Senate President – Term Ends June 2021
 - Any officer can apply under current Bylaws
 - Master Planning Calendar
 - Process Manuals

ACTION ITEMS: None

Discussion Items

- 1) Classified Professional Development (PD) Conference – Olga Prizhbilov; Beth Talbott
 - Olga and Beth chairs from last year, but PD Conference was not held due to transition to remote working
 - Date to be determined by next PD Conference Committee (Spring Break in past)
 - Option: if Conference will be held remotely, it could be held over instructional days a few hours each day
- 2) Part-Time Temporary Classified Mixer & PD Series – Bee Curiel
 - Welcome Mixer to be held over two days
 - Form was created to facilitate workshops
 - Koue Vang indicates that gift card value does not need to be reported
 - Goal is to give temporary classified employees a place to network
 - Volunteers: Bee Curiel, Liz Geisser, Caitlyn Spencer
- 3) By Laws Review Committee – Olga Prizhbilov
 - Olga to chair
 - Volunteers: Beth Madigan, Mario Rodriquez and Shamona Thompson-Ross
 - First meeting to be held as soon as convenient
- 4) Elections Committee - Olga Prizhbilov
 - Volunteers: Beth Madigan, Lynn Grimstad, Olga Prizhbilov
 - Goals: promote elections to classified professionals, review and tally votes
- 5) Equity Advisory Committee under Executive Leadership Team (ELT) - Olga Prizhbilov
 - Chair: Nick Daily
 - Appointment: Operations/Administration – Stacey Gershon
 - Appointment: Student Services – Bee Curiel
 - Appointment: Instruction – Shamona Thompson-Ross



Reports

- 1) President's Report – nothing to report due to winter break
- 2) Senator Reports
 - Beth Madigan reported her conversation with LRCEA President Ed Bartholome regarding union contract suggestions; Ed indicated that the union is not involved with Job Performance Reviews so changes can occur under Leadership to include participation in participatory governance such as Councils, Teams, Senate
 - Shamona Thompson-Ross reported on the need for home work stations to be ergonomically sound. This information needs to go to the VPA and Erika Wescoatt in Operations. May want to add this as a workshop at the next PD Conference.

Guest Speakers

- 1) 12:00pm - Mary Goodall: Governance Update & Training
 - Mary shared the governance process, MOU, Insider, IGOR and the value of classified participation as a constituency which is found in all Council Charters
- 2) 12:30 – 1:00pm - Q&A with Vice President, Administration Koue Vang
 - Instruction report: enrollment down 8%
 - Student Services: District-wide Call Center for students; ARC Call Center
 - Operations: OSHA regulations & training has changed protocol for employees coming onto campus including: ARC Verification Form found on Operations tab of Insider; application tracker; training for COVID; still requires Cheryl Sears approval
 - Operations hours for pick up and drop off of equipment: Monday – Friday 9-2
 - Quarantine: number of days to quarantine when exposed to COVID dropped by CDC from 14 to 10 days
 - Bookstore: Financial Aid or PELL grants are now approved for a specific amount that can be charged for books from the College Store.
 - Administration: Food Services on campus is still an unknown because District cannot commit to a 5 year plan at this time. Could use food trucks instead of Aramark.
 - Budget: The budget is the same at \$1.4 million which supports the ongoing 10% vacancy reduction.
 - IT: VPN provider is going to change by end of March. All ARC owned laptops will transition to the new VPN system; personal computers as well.

Announcements & Closing Comments

Public Comments – no public comments



ARC Classified Senate Meetings: all meetings have the same zoom link and times

Wednesday, February 10, 2021/@11:30am – 1:00 pm/Zoom

Wednesday, March 7, 2021/@11:30am – 1:00 pm/Zoom

Wednesday, April 14, 2021/@11:30am – 1:00 pm/Zoom

Wednesday, May 12, 2021/@11:30am – 1:00 pm/Zoom

Wednesday, June 9, 2021/@11:30am – 1:00 pm/Zoom

Board of Trustee Meetings

Wednesday, February 10, 2021/@ 5:30 pm/Zoom

Motion to Adjourn: 12:38 p.m.

Final Minutes for January 13, 2021 Classified Senate Meeting were approved with no changes by unanimous consent on February 10, 2021.

Beth Madigan

Beth Madigan, Secretary

February 17, 2021

Date