



**Officers:** President **Olga Prizhbilov**  
Vice President **Nicole Williams**  
Secretary **Carissa Thomas**  
Treasurer **Lynn Grimstad**  
Communications **Lakia DeCosta**  
Past President **Regena Tiner**

**CLASSIFIED SENATE MEETING  
MINUTES**

**LOCATION: Student Center Boardroom**

**Date: May 8, 2019**

**Time: 11:30am – 1:00pm**

**Attendees**

**Present** – Olga Prizhbilov, Nicole Williams, Carissa Thomas, Lynn Grimstad, Lakia DeCosta, BonnyJean Bowman, Jessica Pressley, Rosa Lane, Liz Geisser, Viorica Petcan and Matthew Cone

**Excused Absences** – Kristin Farlow, Beth Talbott, Nicole Moise and Liz Johnson

**Call to Order – 11:39am**

**Preliminaries**

Approval of May Agenda – Agenda approved through Consensus.

Approval of April Minutes – Minutes approved through Consensus.

**Informational Items**

*A)* See's Candy Fundraiser is ongoing.

*B)* Board of Trustees Meeting

*1)* May meeting will be held at ARC in the Student Center Boardroom. The meeting starts at 5:30pm and Prizhbilov will reporting. Please attend and represent our classified staff.

*a)* Williams expressed she felt the board meeting are quite informative. It's an opportunity to hear what's going on at other campuses throughout the district.

*b)* Learn of pressing changes and concerns directly from the district.

*c)* The May meeting is the most active and packed with pertinent information.

*C)* Election Results and Recap



## CLASSIFIED SENATE

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- 1) Prizhbilov expressed gratitude towards the elections team for all the hard work. We have increased participation this year, nearly double the number of voters the previous year.
  - a) Prizhbilov will serve a 2<sup>nd</sup> term as President.
  - b) Bowman will serve as the Vice President starting July 1<sup>st</sup>
  - c) Appointed Nicole Williams as an at large senator.
  - d) Announced newly elected senators include
    - Matthew Cone
    - Crystal Ridgel
    - Corey Winfield
    - Cesar Reyes
  - e) The past president position has been vacant since Tamara Floyd accepted a job outside the district.
    - Regena Tiner has graciously accepted our invitation to serve as Past President.
- 2) The Classified Senate has almost reached capacity. We currently have 19 representatives as of July 1, 2019. We will wait until the next elections cycle to add an additional member.
  - a) DeCosta shared a need to clarify voting procedures. Google forms had the process more complicated and we should consider using a different tool next year.
    - Williams suggested a way to make the process smoother through Google.
    - Prizhbilov explained the bylaws should've been reviewed prior to elections in April. Next year we will start planning earlier to minimize issues.
- 3) The Executive Board needs to chair committees and take responsibility of committee work.

### Discussion Items

#### A) Bylaws Ad Hoc Committee

- 1) Need to review the bylaws. We should have created a committee in January. Will add to the 2019-2020 calendar
  - a) Lakia DeCosta will chair the bylaws committee. The following senators have volunteered to help.
    - Lynn Grimstad
    - Liz Geisser
    - Rosa Lane

#### B) Graduation Water Sales

- 1) Grimstad will purchase bottles of water. Horticulture will allow us to store the water in their large fridge and Athletics will let us use their ice machine.



- a) Needing volunteers to help with sales, arrive by 5pm ready to sell. Graduates show up at 5pm and gates open at 6pm. Graduations starts at 7pm.

- DeCosta will send an email to arc everyone on exchange, requesting assistance.

C) 2019-2020 Classified Professional of the Year

- 1) Carissa Thomas will present the award for classified professional of the year at fall convocation. Nominations will be open Monday, May 13<sup>th</sup> - Monday, July 1<sup>st</sup>. Deadline at 5pm.
- 2) Carissa Thomas will work with Randy Shuster to design the plaque. Grimstad will assist with submitting the proper paperwork.
  - a) Carissa Thomas will chair the recognition committee. The following senators have offered to help out.
    - Viorica Petcan
    - Rosa Lane
    - Lynn Grimstad
    - Jessica Pressley
    - Nicole Williams and BonnyJean Bowman are willing to rank, only if Thomas needs more help.

D) Food Trucks

- 1) Talbott is working with operations to organize food trucks. Requesting feedback of what days are best and types of food desired.
  - a) Williams suggested creating a survey as mentioned in the previous meeting. Send out a survey to ARC everyone on exchange as a google form.
  - b) Possibly two trucks with two completely different types of food.
  - c) Consider at least one day a month in June, July, and August on days when we don't have food services.

E) Annual Classified PD Conference Feedback

- 1) Prizhbilov passed around a document with feedback from the PD workshops.
  - a) Prizhbilov is considering a new venue for next year. Crowne Plaza is close and convenient but we are in need of a change of location.
    - They work well with our business office and purchasing department.
    - Consider using more rooms, changing the set up at the Plaza.
  - b) Suggestions for something new
  - c) Suggested a financial wellness session
  - d) Good range of sessions, many classifieds wanted a technology workshop and were disappointed with the last minute workshop cancellation.
  - e) Many complaints about the breaks, consider extending the breaks between sessions or offering less sessions next year.
  - f) Will not do elections and PD on the same day. Too much confusion.



## Reports

### A) Treasurer's Report

- 1) Grimstad calculated approximately \$6,230 remaining in the Senate accounts. Overview of expenses throughout the year.
  - a) Above amount does not include the Inauguration lunch at the Oak Café.
  - b) Starting balance was approximately \$9,200 in July 2019
  - c) Expenses approximately \$2,950

### B) President's Report

- 1) Classified Senate meetings
  - a) Consider organizing the Retreat at Ethan Way in September 2019.
  - b) Reschedule the July meeting.

### Action Item – see details below

- c) Thomas will contact Sue McCoy and reserve the boardroom.
- 2) Executive leadership Team
  - a) Prizhbilov shared the equity plan is complete. Reviewing recommendations of where the campus climate is and where we can improve. The ELT will complete the second reading on May 13<sup>th</sup>. Look at IGOR to review the plan.
    - Creating a team to work with disproportionately impacted student population. Specifically, African American, Latinx and Native American students.
    - Please review the documents online. If you have questions or feedback please send info to Prizhbilov or Williams before the 2<sup>nd</sup> reading on Monday, May 13<sup>th</sup>.
- 3) Indigenous Land Statement
  - a) The Student Senate includes the statement on their agenda each month.
  - b) How can we integrate the statement?
    - DeCosta suggested we could add it to our agenda.

### Action Item – see details below

- 4) Mining Equipment near Davies Hall
  - a) Prizhbilov explained concerns which have arisen in discussion. Due to historical events, the mining equipment near Davies Hall might be removed. The equipment is offensive to Native Americans.
  - b) Operations is looking into where and how to move the equipment.

## Announcements & Closing Comments

- A) Quote for Laptop and Webcam



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- 1) DeCosta received a quote from IT to purchase a laptop and webcam for the classified senate.
  - a) The purchase will cost \$1,413.56.
  - b) Not sure if the above amount includes a warranty. DeCosta will clarify before we vote to approve the use of funds.
  - c) Tabled for June meeting. Planning to submit paperwork in July.
- B) Fundraising
  - 1) Consider requesting donations to the Classified Senate through payroll deductions.
    - a) Geisser suggested attaching the form to the Monthly Newsletter
    - b) Williams described the various things we do as a senate which is charged to the senate accounts, such as winter luncheon, opportunity drawings, ice social, the senate retreat, a laptop for senate meetings and presentations etc.
- C) Ice Cream Social
  - 1) Planning near July 21<sup>st</sup> which is international ice cream day.
    - a) Also considering hosting the week before school starts.
    - b) Tabled. Add to June agenda.

### Adjournment

Meeting adjourned at 12:34pm.

### Action Items

- 1) Request: Reschedule the July meeting from July 10<sup>th</sup> to July 17<sup>th</sup>  
Motion: Thomas  
Second: Williams  
Ayes: 10      Nays: 0      Abstentions: 0  
Motion passed though majority vote.
- 2) Request: Integrate the Indigenous Land Statement on the Classified Senate Agenda  
Motion: Thomas  
Second: Lane  
Ayes: 9      Nays: 0      Abstentions: 1  
Motion passed though majority vote.



## **CLASSIFIED SENATE**

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### **ARC Classified Senate Meetings**

Wednesday, May 8, 2019 | 11:30am – 1:00pm | ARC Boardroom

Wednesday, June 5, 2019 | 11:30am – 1:00pm | ARC Boardroom

### **Board of Trustee Meetings**

Wednesday, May 15, 2019 | @5:30pm | American River College

Wednesday, June 12, 2019 | @5:30pm | Sacramento City College