# Classified Senate

# Meeting Notes

October 31, 2023

## Welcome

Classified senate met on zoom, Tuesday, October 31. President Adriana Garcia called the meeting to order at 2:11 PM. Senators were slow to arrive due to other commitments.

Taking the agenda slightly out of order until more people were present, Adriana posted links to the agenda, leadership report collaborative document and previous meeting minutes. A consensus approved the agenda, and later when more members were present, the minutes as well were approved.

## Budget Report

Adriana reported the B budget has $5,000 but she still has no access to the budget containing voluntary payroll deductions. For the B budget, all operational expenses are approved except for food for purely social events. Food, she believes for professional development activities is allowed and hopes the Holiday celebration could be counted as such.

In the chat, she posted:

*“B budgets are discretionary items such as salaries for student and casual employees, materials and supplies, operating expenses, and capital equipment.” (Per Martin Varela and the use of B Budget).*

*Debee s*uggested having a raffle with prizes paid for by this budget and making it open to all classified who are not senators. This she hopes would encourage more classified professionals to take an active role in senate by joining an event featuring this raffle.

## Senate Business

### Medical Facility

Adriana reported details of the proposed medical facility (see last week's minutes) have not yet been worked out. The goal is for it to be a full service clinic where students, staff, faculty and the community will be welcomed and in answer to her question, TB testing will also be conducted. Several senators suggested this project be carefully watched as bringing so much estra traffic on campus can cause extra work especially for staff in the registration and student services building as they assist people in learning how to navigate campus.

### Measure G Taskforce

For Measure G, its task force will make a presentation to the FHDA board on November 6 and she's asking staff to show up at this meeting to respond to the proposal and voice any concerns. Dennis said it is possible the report may be delayed until the December board meeting.

Tina added that being present and speaking at board meetings is a way to influence their decisions and insure our point of view is known.

### Leadership Participation Survey

Lisa said 52 had responded to the survey tracking classified shared governance participation and she would be analyzing results and reporting on them next week.

### Bylaws

Juan has been collecting feedback on the draft bylaws and has revised the document accordingly. People are still asked to review this new draft. It is linked to the bylaws feedback form.

ISER  
The ISER (institutional self report for accreditation) was approved by consensus.

### 10% participation policy

Adriana shared the college president's 2021 letter reaffirming senior staff's commitment to clasified staff participation in shared governance, giving 10 per cent of work time to be allocated to those duties.

### Leadership Requests

Adriana requested nominations for a representative on the **district diversity and equity advisory committee**. Maritza, Debee and Andre all expressed interest depending on meeting frequency and time the committee meets.

### Lactation Room

Adriana announced the availability of lactation rooms, one for students and one for faculty and staff. Sally Gore can be contacted about the faculty or staff needs, while student health services or campus life are to be contacted by interested students needing more information.

## Leadership Report

Adriana again reminded people to fill in their past week participation on the leadership report.

#### DASG

The DASG reported they were receiving budget proposals so any program seeking funding should send their proposal to Dennis.

Maritza reported on several past and upcoming ethnic-oriented events, encouraging attendance.

#### Name Exploration Committee

There was some discussion about a campus committee (made up of faculty and classified) that wishes to rename De Anza college to honor the first nation peoples that originally inhabited this land. People felt it was a good thing to do while also there was some concern it could impact the name recognition that keeps enrollment up.

#### Microsoft Teams

Juan announced he'd set up a discussion group on Microsoft Teams for classified senate that any classified staff could join and it was agreed to hold a teams training on November 17.

## Affirmations

## Meeting Adjournment

**The meeting adjourned at 3:04 PM.**

Links Mentioned In The Chat

Today's Agenda

<https://www.deanza.edu/gov/classifiedsenate/meetings/2023-10-31.html>

Leadership Reports

<https://foothilldeanza-my.sharepoint.com/:w:/g/personal/11250797_fhda_edu/EQsWc25K8MNHovFxaLCGNeoBxxelC7R0QoAr-cuw2qiiUA?e=Ile62N>

Last Meeting's Minutes

<https://www.deanza.edu/gov/classifiedsenate/meetings/Classified%20Senate%20Meeting%20Notes%20October%2024%202023.docx>

Next Measure G Task Force Meeting

<https://www.deanza.edu/measure-g/task-force/meetings/index.html>

Measure G Task Force all meetings

<https://www.deanza.edu/measure-g/task-force/meetings/>

Measure G Task Force Documents

<https://www.deanza.edu/measure-g/task-force/documents.html>

Current Bylaws Draft

<https://www.deanza.edu/gov/classifiedsenate/bylaws-draft.html>

ISER

<https://www.deanza.edu/accreditation/2023-iser.html>

President's Letter Reaffirming the Senior Staff Commitment to Classified Professionals

<https://www.deanza.edu/president/classified-professionals-2021.html>

District Diversity And Equity Committee

<https://hr.fhda.edu/diversity/c-meeting-minutes-and-agendas.html>

DASG Budget Proposals

<https://www.deanza.edu/dasg/budget/>

DASG 2024-2025 DASG Budget Application for Everyone Excluding Athletics (Word DOCX)

<https://www.deanza.edu/dasg/budget/>

DASG For This Year (2023-2024)DASG Agenda Item Requests

<https://www.deanza.edu/dasg/committees/finance/meetings/>

District Diversity And Equity Committee

<https://hr.fhda.edu/diversity/c-meeting-minutes-and-agendas.html>

Classified Discussion Group In Teams

<https://teams.microsoft.com/l/team/19%3akxDouhfMsfIdbj8nM2mbdzB_glxhl9QF3j6fKF5L4EM1%40thread.tacv2/conversations?groupId=acd4f4c9-33c8-41eb-b3b9-7a730a750f47&tenantId=45f7b29f-b100-4c41-804f-b3418a08594a>