



Classified Senate Meeting Minutes

Date: 5/9/23

Time: 10:30 am

Location: Deedy Staff lounge
and Zoom.

Present: CS Officers: Sally Wong, President; Becca Yim, Vice President; Lauren Amundson, Secretary; CS Senators: Maridel Barr, Kim Foulger, Brier Welch, Mary Kesler

Guest: Alyssa Humphreys, Holley Shafer, Allyson Martinez

Absent: Melanie Palomino

Agenda: Motion to approve by Lauren Amundson and seconded by Brier Welch. Agenda approved as submitted.

Minutes: Mary Kesler motions to approve minutes, Maridel Barr seconds. Minutes approved.

Follow Up

Committee Reports: None today.

Board President Report:

May 17th last LIFT webinar Maximizing your impact: Unlocking your leadership Potential

May 22nd Employee Appreciation & Retiree Recognition

May 23rd Golden Bell Award Ceremony at Dominican University @ 4:30pm.

Awardees from COM: Sally Wong, Christelle Larre, David White, Dianne O'Donnely, Julio Cruz, Margarita Keener, Tea Perales, Grace Yuan

Centennial planning- Slogan "Honoring our Past, Defining our Future" They hired an event planner and are formally launching the planning in Fall 2024. There will be multiple events and celebrations spread out over time. May 2027 will be COM's 100th commencement. Engaging alumni for a fundraising component is being workshopped and will be prioritized.

Bolinas update-Timeline for completion is December 2024. Open for classes January 2025.

BOT Meeting- Educator Workforce Housing-currently there is no funding for projects right now, COM has available land. Survey says- people may not want to live near people they work with. The plan moving forward is that we should join those conversations among the county and not do our own thing.

ASCOM- Board members attended a meeting and put forth a resolution for a communal fridge but there was concern for food being laced. Elections for new leadership will take place soon.

Academic Senate- working on program revitalization for administrative policy, conference discussing AI in the classroom.



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ESCOM- wanting to get bridge club back up and running.

Guest Presentations:

Holly Schafer discusses employee survey, holding off until rolling out in the Fall. Employee Engagement Survey- questions to measure employee satisfaction. Support from leadership, mentorship, resources to do our job. Belonging, diversity equity and inclusion, are employees feeling good about their belonging at COM? Workplace safety plan, needs to make sure employees feel safe at work? Do we need more emergency preparedness? The remainder of the survey will happen in the early fall.

One link to be shared when logged into the MyCOM portal. Anonymize responses will keep the responses anonymous. Employee type will give demographics about union, staff, faculty, etc. Data on demographics will be recorded however, HR will not see names that are mentioned. They don't want the survey to be bashing.

A concern among employees will be: what is going to happen with these data?

EEO plan- to evaluate potential training, opportunities for advancement, gauge people's fulfillment, purpose, etc.

Share it out amongst departments and spread the word early fall.

Alyssa Humphreys- Classified Professional Development Coordinator

Position is a blank canvas, what does PD for Classified look like? Do we want to create leadership courses? The survey is important for implementing programming. What are we going to do with the survey and responses? What are some common themes people want? Email her with suggestions or ideas about what people want. What are people looking for?

Treasurer's Report:

\$3970.58

Check received from See's Candy \$235.71

Total: \$4206.29

Classified Events and Calendar:

Employee Appreciation and Retirement Recognition luncheon May 22: 12-1:30pm –

Five-year increments of employment will receive acknowledgment.



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We want to recognize screening committee members and participatory governance members. Swag items have been donated by Nicole Cruz (Marketing).

Classified Appreciation awards, ordering frames, ordering certificates, will need to practice award announcements.

Going forward, there will be an equitable system for requesting Swag items.

Scheduling a Classified Senate planning retreat for next year. Possibly in June 27th. There will be an opening for treasurer. June 13th is the proposed next meeting with elections.

Next week for appreciation luncheon planning. 10am Tuesday, 5/14.

Book Club Updates:

Braiding Sweetgrass discussion will be on May 29th.

Discussion Items:

Screening Committee as part of a professional development opportunity?

New Faculty orientation meetings every month. It would be helpful to have something like that for Classified. It was helpful to have new employee orientation meetings. New EEO plan, something for Classified staff would be useful.

During FLEX week, a mentoring session for new staff would be very helpful.

Sally and Paul Wilson in M&O reviewed discussed and gave feedback on the Environmental Action Plan proposal. No one has brought these motions to the Facilities Planning Committee which needs to be included before action is taken.

Wrap Up Meeting adjourned at 11:32am.

**Next regular meeting date of the Classified Senate
will be 6/13/24 at 10:30am**