



# California Community Colleges Classified Senate

## Executive Board Meeting

CCCConferZoom Meeting  
<https://cccconfer.zoom.us/j/95469912397>  
Friday, June 26, 2020  
9:30 am – 4:00 pm

**Present:** Karen Jimenez, Shondra West, Ernie Garcia, Dawn Bridge, Susan Rodriguez, Tony Novelli, Olga Prizhbilov, Brenda Rogers, Karen Hunter, Nicole Williams, Kimberly Duong, Craig Connor, Justin Hunt, Felisia Mitchell, Therese Grande, Trisha Albertsen, Deborah Knowles, Scott Heiden

**Absent:** Donney Cummins, Tanner Barnett

**President Emeritus Present:** Monica Souza

**Guests:**

## MINUTES

### I. Call to Order

- a. Meeting was called to order at 9:30 am

### II. Welcome & Introductions

- a. President K. Jimenez welcomed everyone to the fourth quarter board meeting.

### III. Approval of the Agenda & Minutes

- a. **Approval of the Agenda –**
  - i. Motion to approve agenda with noted changes
    1. Approval of Travel Guidelines should be under Old Business
    2. Addition of the 2020 CLI closeout under Conference Development
- D. Bridge/T. Novelli – M/S– motion carries unanimously**
- b. **Approval of the Minutes –**
  - i. **2020 - 67** Approval of the 4CS May 14th, 4<sup>th</sup> Quarter Meeting Minutes
  - N. Williams/Olga Prizhbilov – M/S– motion carries, minutes approved with noted changes.**

### IV. Consent Agenda

- a. **2020-68** 4<sup>th</sup> Quarter Treasure Report
- b. **2020-69** 4<sup>th</sup> Quarter Membership & Sponsorship Report
- K. Hunter/D. Bridge – M/S – motion carries unanimously**



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- 42 V. Governance Process
- 43 a. 2020 -70 Oath of Office – Susan Rodriguez, Secretary
- 44 President K. Jimenez administered the Oath of Office to elected board officer Susan Rodriguez,
- 45 Secretary.
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- 47 VI. Old Business
- 48 a. 2020 – 72 **Approval of the Travel Guidelines Revisions** – This is the second reading of the Travel
- 49 Guidelines. The additional language was added to the guidelines;
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  - 51 • *If a 4CS board member who has requested and been approved for travel support to participate in*

52 *a board meeting prefers a single room, they will be financially responsible for the cost of the other*

53 *half of the double occupancy room rate including tax. Should there be an odd number of*

54 *roommates available, the Board will cover the expense of the board member without a roommate.*  - 55 • *All requests will be reviewed and approved on a case by case basis, should the board have to cover*

56 *the expense of a single room.*  - 57 • *Board members will be financially responsible for any additional room charges accrued during*

58 *their stay.*
- 59 After discussion the board motioned to approve Travel Guidelines with the additional
- 60 language included.
- 61 **B. Rogers/T. Albertsen – motion passes unanimously**
- 62 VII. New Business
- 63 a. 2020 – 71 **Review of the 2020-2021 Meeting/Activities Calendar** – The board reviewed the
- 64 proposed Meeting/Activities Calendar for the 2020 -2021 meetings. Board meetings for
- 65 the Fall 2020 semester will be held on Zoom due to not knowing when restrictions for
- 66 travel and congregations will be lifted. Meetings in Spring 2021 are still in limbo. We hope
- 67 that we can meet physically. In the event that we are able to hold in person meeting, Zoom
- 68 will still be an option. After discussion the board moved to approve the proposed 2020 –
- 69 2021 Meeting/Activities Calendar with noted changes.
- 70 **C. Connor/F. Mitchell – motion passes unanimously**
- 71 b. 2020 – 73 **2020 – 2021 Adopted Budget** – Treasurer T. Albertsen presented the changes to the
- 72 budgets for the 2020 – 2021 year. Changes in the budget this year resulted from the lack of
- 73 funding that we would have received from the Classified Leadership Institute. In addition,
- 74 the changes in the newly approved Travel Guidelines will also be a cost savings. Overall,
- 75 the 4CS budget looks good. After discussion the board moved to approve the proposed
- 76 2020 – 2021 Adopted Budget.
- 77 **C. Connor/F. Mitchell – motion passes unanimously**
- 78 c. 2020 – 74 **4CS Resolution/Statement in Support of the Black/African American Community**
- 79 – Board member K. Hunter presented the first reading of the drafted resolution/statement
- 80 in support of the Black/African American Community. Statement was drafted by various
- 81 individuals that wanted to support the members of the Black community. After discussion
- 82 the board agreed to further review and provide feedback to board member K. Hunter to
- 83 share with the original composing committee. The board will hold a special meeting to
- 84 vote on the drafted resolution/statement. All feedback should be sent to board member
- 85 K. Hunter, no later than Friday, July 10<sup>th</sup>, 2020, end of business. Special board meeting will
- 86 be held the following week, Friday, July 17<sup>th</sup>, 2020.



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88 **VIII. Conference Development**

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**IX. Executive Board Reports**

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- a. **2020 Summer Leadership Institute** – The 2020 SLI was a successful event. The SLI team did a great job planning and executing the online event. Feedback was immensely positive, with three or four outliers. Comments from the team was also positive. Board member O. Prizhbilov was to not have the team be the presenter and organizers. This made running the event difficult. If we do this in the future, we need to be a bit more organized and determining the roles of all involved. We also need to expand the marketing component. Now that we have held a virtual event, we should consider adding some online access during the next CLI. The 2021 planning team will take the suggestions under consideration when planning the next CLI.
- b. **2020 Classified Leadership Institute (CLI)** – CLI chair T. Albertsen reported that refunds for all hotel and registrations have been received. The deposits for the DJ and Balloon Works will be rolled over for the 2022 conference. The graphic designer has agreed to transfer his contract to the 2021 conference. Our CCLC contact, Jimmy, is working on clean contracts for next year’s CLI. She will be giving them over to Secretary, S. Rodriguez, as she will be the new chair.
- c. **2021 Classified Leadership Institute (CLI)** – Secretary S. Rodriguez, new conference chair, reported that the new team will discuss all the feedback from the virtual event and how to incorporate in next year’s conference. The 2021 team will consist of the following members: O. Prizhbilov as co-chair, D. Bridge, E. Garcia, C. Connor, K. Hunter, and F. Mitchell. The 80s theme will carry over for next year’s conference. The team will meet prior to the next board meeting.

- a. **President** – K. Jimenez reported that we are still advocating for a seat on Consultation Council. Prior to COVID restrictions President K. Jimenez was scheduled to meet in person with Chancellor Oakley and Deputy Chancellor Gonzalez. In the meantime, she is trying to continue to work with the union and explain why it is important to have as many classified professionals on these committees. However, if these efforts fail, we would be left to write a demand letter to get an answer from the Chancellor. We have been waiting for almost two years for an answer. This year’s annual convention will also be virtual and free. We should consider submitting a proposal for presentation. We should continue to get our name out there as much as possible. Please reach out to O. Prizhbilov, if you are interested in co-presenting with her, as she has already submitted a presentation proposal.
- b. **President – Elect** – D. Bridge, new to the position has not really done much. She will be helping C. Connor transition to his new role as South Vice President. She has reached out to the senate in the south to let them know about the change. But it has been pretty quiet for the most part.
- c. **North Vice President** – E. Garcia had nothing to report
- d. **South Vice President** – C. Connor, also reported that he also is acclimating to his new position. He has emailed the reps in his regions. He would also like to welcome Therese Grande as the newly appointed region rep.
- e. **Secretary** – S. Rodriguez, had nothing to report at this time.
- f. **Treasurer** – T. Albertsen reported that she is working on converting the PayPal account to a business account. However, there are some restrictions from the vendor the board will need to make a decision. Until that happens, we will continue to use the current account.
- g. **Past President** – S. West wanted to thank everyone for their support and leadership during her terms on the board. She really enjoyed this experience both professionally and professionally.



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- X. **Area Representative Reports**
- a. **North 1** – T. Novelli, nothing to report
  - b. **North 2** – D. Knowles reported that she did reach out to her local senates, however, due the numerous unprecedented events (COVID, teleworking, and civil unrest) that are happening everywhere, senates did not respond.
  - c. **North 3** – O. Prizhbilov, nothing to report
  - d. **Central 1** – N. Williams has a meeting with the Senate President and Vice President at Merced College to discuss somethings that are happening. She hopes to be able to report more at the next meeting.
  - e. **Central 2** – K. Duong reported that she has been talking to Madera College, they are in their final steps of their elections. Hopefully if their accreditation goes through, they will become the next local senate. Reedley and Fresno have been pretty quiet as well. There have been meetings but she has been unable to attend. She is rethinking how to reach out to the local senates to try to connect and see if they need assistance.
  - f. **Central 3** – T. Barnett, unavailable to report
  - g. **Bay 1** – S. Heiden, nothing to report
  - h. **Bay 2** – B. Rogers, nothing to report
  - i. **Bay 3** – K. Hunter, reported that two colleges responded. One has an issue with communication, because the vice president and the president are not communicating. Her college will have a new president soon. Hoping that his leadership will invigorate the campus.
  - j. **Southwest 1** – Vacant
  - k. **Southwest 2** – J. Hunt reported they created an infographic on how to be an ally for Classified and sent out to his local senates for feedback. Oxnard college just had elections; results are unknown at this time. He also expressed concerns regarding the CARES funding and Classified having to fight for professional development funds. It's important to make the information available to Classified to know what is happening. J. Hunt also reported that working with the unions Classified participation has increased. They will be working together in creating a document to distribute to other senates in hosting a town hall meeting in social justice and antiracism.
  - l. **Southwest 3** – F. Mitchell reported that Pasadena City College just had elections and has a whole new executive board. She is working on the newsletter, but did not receive enough submissions. She will send out another email and continue to work on the newsletter.
  - m. **Southeast 1** – D. Cummins, unavailable to report
  - n. **Southeast 2** – T. Grande, newly elected area rep stated that she excited to join the board. She is looking to working with the South VP, C. Connor and working to transition into her new role.
  - o. **Southeast 3** – D. Bridge, reported that Mnt. San Jacinto is in a gross evolution full of excitement. Has a new strong leadership and their virtual gatherings have had great attendance. Their relationship with the union has also improved and will continue to work together. Chaffee College is doing well, they are working on providing professional develop and fundraising opportunities. T. Albertsen was re-elected for her final term. Copper Mountain has also had a monumental shift in their senate. They are more actively working on professional development. NORCO college will continue to operate like a senate more so under the purview of the union. They have an active social media account getting out the information. We might have to wait until a new president is elected to see if they want to be an officially recognized senate.



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- XI. Good of the Order**
- a. **President Emeriti** – M. Souza reminded everyone that on July 21<sup>st</sup> the Board of Governors will be holding the Classified Employee of the Year recognition via Zoom. Consultation Council will be on July 18<sup>th</sup>, via Zoom, she encourages anyone who can to join the meeting. She also appreciates the information President K. Jimenez, has been sending out regularly to the listserv.
- XII. Future Agenda Items**
- a. None noted
- XIII. Adjournment**
- Meeting adjourned at 3:45 pm.

Approved by 4CS President: *Karen Jimenez*