

Columbia College Classified Senate Minutes

Friday, October 11, 2024, 12:00 pm

CALL TO ORDER:

- A. 12:04 pm

IN ATTENDANCE:

- A. Glenn Machovsky, Kelci Goss, Jason Pimentel, Jen Fraser, Melissa Anisko, Matt Connot, Bryanna Adams, Michelle Sandhoff, Abby Sunday, Amanda Stephens, Torri Keever, Bo Locke, Kim Pippa-Tonnesson, Jerri Pourchot, Rory Thompson, Elissa Creighton.

ANNOUNCEMENTS:

- A. Nothing to announce.

EXECUTIVE REPORTS:

- A. President – Abby Sunday:
 - a. Nothing to report.
 - b. Addendum:
 - i. Meeting with the President on Monday for a check-in.
- B. President-Elect – Vacant:
- C. VP Report – Melissa Anisko:
 - a. Nothing to report.
- D. Secretary – Jason Pimentel:
 - a. Nothing to report.
- E. Treasurer – Kelci Goss:
 - a. Nothing to report.
 - b. Addendum:
 - i. Budget is set up.
- F. Area 1 Rep – Debbie Stewart:
 - a. Nothing to report.
- G. Area 2 Rep – Bryanna Adams:
 - a. There's a concern over an extension cord that appears to be running under a wall to provide power to a neighboring office, that may be against fire code.
 - i. Office 201 to office 203.
 - ii. Addendum: The concern has been successfully addressed.
 - b. Addendum:

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- i. There's a concern that campus road lines, walk-ways, and speed bumps are not painted well enough and are easily missed by drivers. DSPS has new student workers on the TRAM team and all would benefit from that campus upgrade.
- ii. When the board meetings are held at Columbia, the extra tables and chairs are moved into our Manzanita Staff Lounge. The way they lean them in there is hazardous and has fallen on a staff member in the past.
- iii. The Halloween Decorating Competition is returning this year! Students will be coming around on Halloween to Trick or Treat so start decorating now!
- iv. Secretarial Staff feel under supported.
- v. Really appreciate the notes being sent out on the agenda before the meeting especially since some people have a harder time making it to meetings.
- vi. Maybe more clear signage could be put at the Manzanita Loading Zone; like a time limit/A lot of people are getting ticketed.

H. Area 3 Rep – Glenn Machovsky:

- a. Nothing to report.

I. Area 4 Rep – Joseph Gorgulho:

- a. Nothing to report.

J. Academic Senate Liaison – Torri Kever:

- a. Courses are needing to be brought in line with the common course numbering system.

COLLEGE-WIDE COUNCIL AND COMMITTEE REPORTS:

A. College Council – Abby Sunday:

- a. The visiting accreditation team has complemented us on our robust CTE programs.
 - i. Columbia College has been invited to present on how the process works under the new standards.
 - ii. They found that our Distance Education policy and handbook are out of date and compliance.
- b. The Distance Education addendum has been approved and is now available to the campus at large.
- c. The YCCD Public Safety Committee has representatives from all Columbia College constituent groups.

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- d. The Institutional Effectiveness Council is updating the Participatory Governance Handbook (PGH).
 - e. There are currently 812 Full-Time Equivalencies (FTEs) and 12 late start sections, that are yet to start, in the current fall 2024 semester.
 - f. AB932 - Transfer CALGETC update:
 - i. If a course is IGETC approved, it will also be CALGETC approved.
 - ii. All community college, California State University, and University of California campuses will have a common numbering system.
 - iii. Columbia College has 6 courses that will be revamped with the new course numbers before completing the overhaul on all other courses.
 - 1. These 6 must be completed by December of 2024.
 - g. AB1705 - Placing students directly into calculus:
 - i. This bill will dissolve other classes needed to get up to the speed of calculus.
 - ii. Columbia College faculty are not comfortable with this and there are many Academic Senates throughout the state that have strong opinions of the negative impact of this bill, if it passes.
 - h. 20 Faculty Hiring Prioritization proposals have been submitted.
- B. College Services Committee – Torri Keever, Christa Bartels:
- a. The September meeting was cancelled. Updates will be provided at the next Classified Senate meeting.
 - b. Discussion From Meeting:
 - i. There are some concerns about how often the library is being cleaned.
- C. Cultural Enrichment Committee – Andrea Mattos:
- a. A report will be provided at the next Classified Senate meeting.
 - b. Addendum:
 - i. Land Acknowledgement
 - 1. Adrienne and Emily will be reviewing the land acknowledgment with input from our local native tribes to ensure that the statement properly honors the Central Sierra Mi-Wuk people to the best of its ability.
 - ii. Mi-Wuk Site and Interpretive Trail
 - 1. Brandon Price reported about the updates relating to the Mi-Wuk Site and Interpretive Trail. There is a meeting on 10/09

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with representatives from both Tuolumne Band of Me-Wuk Indians and Chicken Ranch Rancheria of Me-Wuk Indians to discuss how to make the site accurate and educational. As it was not properly built, it cannot be used for ceremonies, but the local tribal nations are interested in keeping the site for educational purposes. Shannon Van Zant has done extensive research through Columbia College's library and pieced together an expansive history of the site. Old growth cedar bark will be donated by one of the tribes to assist with site accuracy.

iii. Black History Month

1. An ad hoc committee (Michelle, Andrea, Anneka, Tira) has been formed to plan an event for Black History Month.

iv. Cultural Displays

1. In October there will be Native American heritage displays throughout campus.

v. Language Spoken List

1. At one point a list was created that noted staff members who spoke more than one language. Rosa and Anneka will be working together to find the list and update it to reflect current staff members.

vi. Multi-Cultural Club

1. Isaac Corral, a Columbia College student, noted he helped establish a multi-cultural club at Sonora High School and would love to start one at the college as well.

vii. Holidays

1. CEC hopes to bring a multi-cultural lens to events across campus. Aquil previously mentioned Nowruz is a holiday he would like to bring to the college. Emily mentioned she once attended a holiday party that listed different winter holidays and how they are celebrated across cultures. This was talked about for many years following the event.

viii. Reminders

1. 10/17 there will be a presentation about human trafficking in Dogwood from 3pm – 5pm.
2. 10/17 is also Go Purple Day. Everyone is encouraged to wear all things purple as a symbol of peace, courage, survival, honor, and personal dedication to domestic violence awareness.
3. Next CEC meeting is 11/12 at 11:30.

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- D. Distance Ed Committee – Daniel Barsotti, Whitney Call:
- a. A report out will be provided at the next Classified Senate meeting due to timing.
- E. District Financial Advisory Council – Vacant:
- F. Diversity, Equity, and Inclusion and Accessibility Committee – Teicia Downing:
- a. A report will be provided at the next Classified Senate meeting.
 - b. Addendum:
 - i. The Columbia College DEIA committee meeting on October 11th, 2024 covered a wide range of topics. They discussed housekeeping items like approving minutes and setting meeting dates. Reports were given from various subcommittees, including the ASCC and CEC. There was conversation about potentially changing the committee's name to reflect a focus on anti-racism. A big focus of the meeting was on upcoming events, including La Fiesta and "Engaging Girls in STEM." The committee also explored creating a rubric for events to ensure they are inclusive and considering DEIA principles.
- G. Finance Committee – Vacant:
- H. Foundation Committee – Jennifer Fraser:
- a. Amy Nilson has retired!
 - b. The 2024-2025 Columbia College scholarship application is now open!
 - i. The Amy Nilson Completion scholarship and the OSHER scholarship applications close on Monday, October 28, 2024.
 - ii. The general application with over 80 scholarship opportunities closes on Tuesday, February 4, 2025.
 - iii. Please share with students and encourage them to apply. Visit the scholarship website for details.
 - c. Round-Up Scholarship will continue for 2024-25 cycle. All students awarded less than \$1000 in total will be brought to a minimum of \$1000 with the support of the Foundation.
 - d. The fall 2024 Brady-Wise Mini-Grants application is now open!
 - i. The Foundation has been pleased to support a range of projects through this program – student publications, science gear, guest speakers, student events, field trips, fire and forestry equipment, team travel for sports and debate, software subscriptions, memberships for student learning, and more.
 - ii. The fall application is available on the Foundation's website.
 - iii. Applications are due by 5:00 pm on Thursday, October 31, 2024.

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- I. Institutional Effectiveness Council – Lydia Browning:
 - a. The next meeting is scheduled for Tuesday, October 15, 2024. A report out will be provided at the next Classified Senate meeting.
- J. District Policy and Procedure Committee - Elissa Creighton:
 - a. The committee last met on Wednesday, September 18, 2024.
 - b. The 10 September policies and administrative procedures were given another month of constituent review to ensure all constituency groups had ample time to review the policies and to ensure that the review process was followed. Classified input was requested via email to the Classified reps by Monday, October 7, 2024.
 - c. October policies for review by Monday, October 7, 2024 include:
 - i. BP/AP 2015 Student Member
 - ii. BP/AP 3510 Workplace Violence
 - iii. BP/AP 3900 Time, Place, and Manner
 - iv. BP/AP 7400 Travel
 - d. The next meeting is scheduled to take place on Wednesday, October 16, 2024.
- K. Student Success Council – Bryanna Adams, Glenn Machovsky:
 - a. Melissa gave a budget update and breakdown.
 - i. Student Equity and Achievement (SEA) is the main budget that Student Success Council pulls from. There are multiple other funds that are pulled from as well.
 - 1. Each pot of money has its own specific rules and regulations.
 - ii. We are always forward thinking about new funding opportunities to replace one time funding or sunseting funding.
 - 1. We are currently going for a Title 3 collaborative grant with another college since the current Title 3 is sunseting. We are also striving to become a Hispanic Serving Institution which would allow us to eligible for a Title 5 grant (5yr).
 - b. Courtney gave an update about the Weeks of Welcome (WOW) Committee.
 - i. Very excited to officially be a sub-committee of Student Success Council.
 - 1. What the WOW Committee does is in line with the Student Success Council Mission.

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- ii. The semester events have been successful and well attended and there are more to come.
- iii. On track with the annual \$10,000 budget.
- iv. Very grateful for the support of Student Success Council and allowing events to be funded that otherwise wouldn't have funding.
- c. Transfer Updates
 - i. Academic Counselors are consistently learning and talking about transfer topic in their meetings.
 - ii. Trio/Transfer Services moved to Buckeye which made room for Fostering Forward and the new Next-Up Counselor to have a space.
 - iii. Anneka is working on a list of transfer events and workshops.
 - iv. UCs and CSUs have shifted to taking transfer applications year-round.
 - 1. UCs and CSUs are putting more free information about transferring out and we will be taking advantage of these resources.
 - v. The transfer field trip was a great success.
 - vi. Counseling, Outreach & Retention and Trio/Transfer Services are partnering together on transfer education and support for all students going forward.
- d. Matt gave an update on Data/Research
 - i. Next year we will be doing a new Student Equity Plan.
 - ii. Working on better processes for collecting more accurate and representative data using our own local data vs. just state data.
 - iii. Vision Aligning Reporting which focuses on gathering data for support will be starting soon.
- L. Teaching and Learning Committee – Bo Locke:
 - a. Human Library Update
 - i. Wednesday, October 23, 2024, from 11:00 am – 2:00 pm.
 - ii. Staff, students, faculty, and members of the public can come check out a human “book” and get a glimpse into situations/circumstances that they may have not encountered before.
 - b. The committee also met with Kristina G. about setting up some classified training sessions. We are currently working on a questionnaire that will be sent out to classified employees about the types of trainings, but so far, we are looking towards excel, colleague, CROA, and Starfish trainings.

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Ideally, these trainings would be lunch and learns, so there is an incentive to go beyond learning new skills.

- c. The committee is also in the midst of working on it's role in trainings/events/seminars that others bring to our attention. The direction we are leaning is that TLC keeps a schedule and can assist a person who would like to coordinate, but we will not take an active planning role in outside training initiatives.
 - i. For example, if there is a very interesting webinar that our staff could benefit from, we would be able to keep a calendar to make sure it doesn't conflict or send out an email blast, but we wouldn't plan an event around it.
- d. The committee is also looking for more classified mentors.
 - i. There are 5 currently.

M. Technology Committee – Bo Locke:

- a. The first meeting will be held on Thursday, October 17, 2024. An update will be provided at the next Classified Senate meeting.
- b. Discussion From Meeting:
 - i. Students unable to get laptops from the library can try Everyone On to get a low-cost laptop.

N. YCCD Public Safety Advisory Committee – Gary Grazioli:

- a. A report will be provided at the next Classified Senate meeting.

CLASSIFIED SENATE COMMITTEE REPORTS:

A. Hiring Prioritization Committee – Abby Sunday:

- a. Nothing to report.
- b. Addendum:
 - i. One hiring prioritization form has been submitted and will be reviewed.
 - ii. The form is now an online form for easier access and.

B. Fundraising Committee – Kelci Goss:

- a. Nothing to report.

C. Newsletter – Jason Pimentel:

- a. Nothing to report.

D. Retreats – Bryanna Adams:

- a. Nothing to report.

E. Scholarships – Melissa Anisko:

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- a. Nothing to report.

ACTION ITEMS:

- A. Discussion Item: What is happening with SLOPR?

- a. Pending

FOR THE GOOD OF THE ORDER:

- A. Kristina did approve Classified Senate T-Shirts.
- B. It would be nice to have new employees transferring from MJC be included in mentoring.
- C. We still don't have a nurse on campus. We have a need of one.
- D. Discussion & Vote: District YFA Calendar Committee
 - a. There is consensus to remove this committee permanently.

MEETING ADJOURNED:

- A. 1:29 pm