



# CLASSIFIED SENATE MINUTES

July 7, 2022 | 1:00 – 2:15 p.m. | Zoom/Room 1687

## LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

## LPC Planning Priorities

- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

## Classified Senate

1. **Call to Order:** Meeting called to order at 1:10 pm
2. **Welcome and Introductions**
3. **Approval of Agenda:** motion to approve agenda: moved/seconded/approved
4. **Approval of Prior Meeting Minutes, May 5 and June 2, 2022**
  - **Motion to approve May 5 minutes:** moved/seconded/approved
  - **Motion to approve June 2 minutes:** moved/seconded/approved
5. **President's Report**
  - a) Welcome June New Hires:
    - Jackie Hill, Performing Arts Center Operations Coordinator
    - Kristi Vanderhoof, Career Center Coordinator
    - Kiley Zieker, Executive Assistant to the VP of Admin Services
    - Ellie Hirstein, Sr. Administrative Assistant STEM
  - b) [Bylaws](#) were approved with 21 votes
  - c) Classified Senate officers:
    - Ideally a 3 person committee would help with nomination process and election
    - Current officers are continuing until September; after that these candidates are being forwarded:
      - President – Jean O'Neil-Opipari
      - VP of Activities – Aubrie Ross
      - VP – Fundraising – Liz McWhorter
      - Secretary – Danielle Bañuelos
      - Treasurer – Paula Rose
      - Ambassador – Helena Cruz
    - Nominations in August (communicated by email)
    - Vote and announce in September
    - **Classified Senate Retreat, Thursday, July 28 at Chabot**, Classified Senate officers and those serving on college and district committees are encouraged to attend.
      - Classified Senate Retreat RSVP Form: <https://forms.office.com/r/iHnkaYt7SR>
  - d) Caring Campus – Joint Session, Wednesday, August 3 at 1:00: the purpose is to roll out the classified professional commitments: inter-department awareness, nametags, and warm “hand off”. Administrators will also share their commitments.
  - e) Classified Senate Spirit Wear – what would you like, what colors: Jean has talked to different vendors.
    - Jean will send out a google form regarding choices. Suggestions: umbrella, visor, v-neck shirt, socks...



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- f) Letter of support for a Multicultural Center
- g) LPC Market, Tuesday, July 19, all Classified Encouraged to volunteer
  - Let Josue know if you can help
  - Market volunteer form: <https://forms.gle/X2ezxi3U4JNjtdgL7>

6. Student Government, off for the summer

- COVID Resolution – LPCSG worked with the Academic Senate, and the resolution was changed to having an Ombudsman. Classified Senate Letter of Support will be considered after we receive the new information.

7. Professional Development, Aubrie Ross

- Classified Senate Lunch, Tuesday, July 12, 12:00 – 2:00 pm in the Staff dining room B1600

8. Fundraising Update, Liz McWhorter

- 2021 - 2022 fundraising totals:

date	title	amount to scholarship	amount to award	total
9.21	Twilight Tastings page Mill	\$147		\$147
10.22	Zachary's Pizza	\$96.88		\$96.88
12.21	Columbia Sportswear	\$250		\$250
3.22	Twilight Tastings page Mill			
	tasting	\$60		\$60
	wine sales	\$43		\$43
	donations	\$14		\$14
	vendor	\$17		\$17
5.22	Huckleberry's	<i>Need figures</i>		

- **Save the Date! 8/4/22 Classified Senate-sponsored Classified Appreciation BBQ & Silent Auction**, at the LPC campus
  - For the silent auction, our fundraising goal is \$500 to support our co-curricular fund (professional development, socials, and wellness).
    - Call for Volunteers / help requests:
      - Creating an event flyer
      - Procuring in-kind donations (See Liz’s list of ‘Easy-Ask Donations’). Liz already has a Tahoe Cabin reservation.
- **Save the Date! 8/16/22 Post-College Day Mixer & Wine Pull**
  - For the wine pull, our fundraising goal is \$500 to support our co-curricular fund (professional development, socials, and wellness).
    - Call for Volunteers / help requests:
      - Creating an event flyer
      - Procuring in-kind donations (donating wine from your personal wine cellar/fridge or helping Liz contact local wineries on her Master List)



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- **Save the Date! 9/20/22 LPC Classified Senate Dine out Fundraiser at First Street Ale House, Livermore**
    - Thanks, Elle, for creating the marketing flyer.
    - Please share the flyer with your networks via email, socials, and post around your area/town!
  - **In October, we'll have a Fall for Classified Payroll Deduction Drive** [sign up for a monthly contribution to our scholarship and/or award funds]
  - We are adding a Classified Co-curricular option [sign up for a monthly contribution to support professional development, socials, and wellness].
  - **Tips for Change** or a similar fundraiser? We work as servers and the tips go to our finances. Let Liz know if you are interested.
- 9. Treasurer's Report** *Tabled; will be available next month*
- 10. SEIU Update, Miguel Alvarez**
- We had our meeting scheduled but there was a conflict with the Retreat so it is being moved to July 2, 2022. When we are back working Fridays, the meetings will be moved back to that day.
  - Jean asked SEIU to sponsor lunch for the July 12 classified appreciation. SEIU honored that request. Food will be brought to the Child Development Center and M&O for people who cannot attend in person.
- 11. 4CS Update, David Rodriguez**
- Update on the CA budget for CCC, and CLPCCD tentative budget
  - They met and discussed board goals
  - There is a new president-elect (the former vice president)
  - David is on the *9+1 Task Force* to adopt this statewide in all districts. 9+1 are the areas in which Classified Professionals should have input into college governance.
  - There is a new communications officer
- 12. Administrative Policy/Board Policy (AP/BP)**
- First Reading**
- BP 4070 Auditing and Auditing Fees
  - BP 4106 Nursing Program
  - AP 4106 Nursing Program
- Second Reading**
- BP 3200 Accreditation
  - BP 3720 Computer and Network Use
  - AP 3720 Computer and Network Use
  - BP 3725 Info and Communications Tech Accessibility and Acceptable Use
  - AP 3725 Info and Communications Tech Accessibility and Acceptable Use
  - BP 4105 Distance Education
  - AP 4105 Distance Education
  - BP 4230 Grading and Academic Record Symbols
  - AP 4230 Grading and Academic Record Symbols
  - AP 4236 Advanced Placement Credit
  - BP 6340 Formal Bids and Contracts
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  - BP 6620 Naming of Buildings
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### Classified Senate

#### 13. New Business

#### 14. Good of the Order

#### 15. Adjournment:

- Motion to adjourn: moved/seconded/approved.

Meeting ended at 2:13 pm.

#### 16. Next Classified Senate Meeting: Thursday, August 4, 2022, 1:00 PM