



**Central Services Classified Senate  
Tuesday, September 22, 2020  
10:30a.m.**

**Online via Zoom**

**Meeting Minutes**

**Attendance:**

Paula Norsell  
Kevin Metcalf  
Pam Eberhardt  
Marty Kahn  
Becky Bartindale  
Lindsay West  
Bill Baldwin  
Monica Garcia  
Scott Olsen  
Josh Pelletier  
Martha Rubin  
Aaron Izquierdo

**I. Approval of September 22, 2020 Minutes**

The minutes were approved by consensus. There was a special meeting in July, and we are awaiting the minutes from Paula Norsell.

**II. Action: Elections / Review of Committee Positions (delayed from Aug)**

Paula Norsell noted that officers are typically elected and approved in Spring. Kevin Metcalf shared a list of the current positions. Martha Rubin offered to attend the Board of Trustees meetings as the CSCS representative; Paula Norsell remains the alternate. Kevin pointed out the value of these representative positions as they allow staff to gain insight into many District operations. Becky Bartindale asked if we could revisit these roles again in the Spring. Becky further asked if any committees required a particular senate member to attend, such as the President. The answer was that some committees do, and some allow any representatives from senates.

**III. Action: Awarding Four Scholarships (delayed from Aug)**

Paula Norsell asked that we confirm that the reading of the scholarship applications will be "blind," meaning that the names will be hidden during the reading process.

Paula motioned that we approve two scholarships for each campus, each offering \$500, for a total of four scholarships; Bill Baldwin seconded the motion. Motion carried.

#### **IV. Treasurer's Report**

Kevin Metcalf displayed a spreadsheet with the current financial information: Wells Fargo Checking balance of \$5,192.02, CSCS Program Fund has a balance of \$5,000 and the Scholarship Foundation Fund currently has \$4,920.60. Lindsay asked if we have access to these accounts online. Paula answered that we do not currently have online access, but it could be arranged.

#### **V. Wildfire Aid donation forms; CSCS help for staff in need?**

Two staff members have lost their homes in the fire. One needed a donation of vacation time to deal with this disaster - the other did not. Monica offered to contact our ACE office and see if they will solicit donations of time off. Monica further explained that staff can donate as much or as little time as they wish, up to and including all of their vacation time.

#### **VI. Holiday Party Timeline**

The questions began with "are we going to have it at all and, if so, how?" It was agreed that it will be a virtual meeting. Marty Kahn mentioned that Foothill recently bought staff breakfast and had it delivered. It was agreed that this would be difficult to coordinate. Becky offered to check in with Foothill to see how they did this and how it worked out.

Kevin suggested that parts could be prerecorded, such as a message from the Chancellor. Lindsay West suggested prerecording some fun "shout-outs." Lindsay further offered to collect the individual videos and organize them prior to editing. There was discussion of online, live music, which is challenging to coordinate. Kevin mentioned that portions can be prerecorded and synched in editing, so it is possible to do this.

Becky mentioned that President Nguyen, of Foothill, uses a lot of games for her online meetings and that they are quite popular. She offered this for consideration.

#### **VII. District Governance Reports**

##### Board of Trustees

Kevin Metcalf reported a hiring committee is being formed for a new Vice Chancellor of Human Resources. This was for information for those who might wish to participate. Much discussion from students and faculty about not reducing class sections. Many people spoke about how good the District has been with helping staff who have suffered disasters during the fires. It was reported that the State extended the "hold harmless" approach to funding to a total of six years, which extends the policy two years from this academic year. October 19-23 was declared Undocumented Student Week. Approval and support for Propositions 15 and 16

was announced. The decision to layoff dining services staff was rescinded, which allows the Board to delay the layoffs and to revisit the issue at a later date if needed. Demolition of the Flint Center will not happen for another year, at least, but there is much work to do regarding data lines, power, HVAC and other key services that are routed through the Flint Center to the campus.

#### [District Budget Advisory Committee \(DBAC\)](#)

There was discussion of the extension of “hold harmless,” allowing us to use one-time funds to back fill budgets for positions. There is an expectation that property tax revenues will bounce back, after being reduced recently. There was a Measure G bond update report – the campuses are working on facilities master plan updates. A new Citizens Bond Oversight Committee has been formed. The District estimated our budget deficit as being about nine million dollars, reduced from the previous estimate of 11 million dollars. Expected funds from the Federal Government have not yet been deposited at the State level.

#### [Chancellor’s Advisory Council \(CAC\)](#)

Did not meet during Summer.

#### [Educational Technology Advisory Committee \(ETAC\)](#)

Did not meet during Summer.

#### [Human Resources Advisory Committee \(HRAC\)/District Diversity and Equity Advisory Committee \(DDEAC\)](#)

Becky reported that much of the meeting was spent discussing District Opening Day. There is a need for more EO representatives for hiring committees. Training is needed for these roles. APAN (Asian Pacific American Network) created a resolution about equity, which resulted in a discussion about DDEAC being the body to draft a larger scale document on the topic of equity that would cover a larger body of students and faculty. They also discussed hiring committees and the process or procedure for changing hiring committee policies.

### **VIII. Other Business**

No other business was discussed.

### **IX. Adjournment**

The meeting was adjourned at 11:42am.