



Central Services Classified Senate
Tuesday, January 26, 2021
10:30a.m.

Online via Zoom

Meeting Minutes

Attendance:

Kevin Metcalf
Paula Norsell
Marty Kahn
Lindsay West
Bill Baldwin
Scott Olsen
Kathy Nguyen
Mike Mohebbi

I. Approval of December 22, 2020 Minutes

The December 22 minutes were approved by consensus.

II. Treasurer's Report

A treasurer's report was not offered at this meeting.

III. Action: Candy Grams

Lindsay West suggested that the Candy Grams are very much a part of being "on campus," and so we might consider not providing candy grams this year. The group agreed with this, so candy grams will not be offered this year.

IV. Action: Scholarship Applications – Call for Readers

Kevin Metcalf has drafted the language for this announcement and asked if there were any changes or additions. There were none, so Kevin indicated that he would send out the announcement within the next 48 hours.

V. Discussion: Communications Planning

Kevin Metcalf asked the group if they felt that email communication was the best way to keep the constituents informed about CSCS business, or were there other methods that we should be using? Paula Norsell mentioned that many Senators take the information back to their groups. We have had a newsletter in the past, but it

was time consuming and not consistently offered. Bill Baldwin noted that ACE (the classified staff union) depends on the ACE President to communicate information to constituents. Marty Kahn mentioned a CSCS website, and Lindsay West pointed out that we have a website, but many do not know that it exists. It was suggested that we promote the website a bit more. Mike Mohebbi noted that the Foothill Campus Senate has the same communication dilemma – how much is enough, how much is too much? Mike further suggested that more time to meet face-to-face (or Zoom) with constituents can be very valuable. Lindsay mentioned that staff have varying levels of interest and that we need accept the fact that not all staff will be engaged by these topics. Kevin felt that we need to continue these discussions as we move forward and find new ways to get information out to groups.

VI. Information: April 8th CS Awards

Paula Norsell mentioned that the awards were originally planned for January, but it was postponed providing more time for planning.

VII. Information: May 14th Classified Professional Development Day

Kevin Metcalf mentioned that there is a lot of interest in topics surrounding “self-care,” during the pandemic. Kevin mentioned home cooking as a popular topic and asked for suggestions for other topics. Paula suggested that Kevin include the request for suggested topics in his announcement requesting scholarship readers.

VIII. Information: Board Policy Updates

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IX. District Governance Reports

- Board of Trustees – A unanimous decision was made not to give tenure to a math instructor, which is unusual. A student trustee questioned a line item in the budget – \$11 million on computers. It was pointed out that this amount covers computers for 4,000 employees over a period of fifteen years. There was a suggestion that Board meetings should continue to be on Zoom or streaming media after the pandemic, as this allows more participation. The Board did not want cameras installed in the new Board Room, but camera mounts and cable pathways were installed to allow for this if requested at a later date. Kevin Metcalf noted that adding online participants tends to make the meetings run longer.

- District Budget Advisory Committee (DBAC)

Bill Baldwin reported that DBAC is still working on hiring procedures and policies.

- Chancellor’s Advisory Council (CAC)

Kevin Metcalf reported that the two primary topics of discussion were immigration and customs enforcement on campus. There were also some changes to the Citizen’s Bond Oversight Committee.

- Educational Technology Advisory Committee (ETAC)

Marty Kahn reported that the Measure G project list was distributed. The project list can be found here:

[https://go.boarddocs.com/ca/fhda/Board.nsf/files/BXPQ7G6659F7/\\$file/Measure-G-Initial Master Bond Project-List-FHDACCD 01.11.2021.pdf](https://go.boarddocs.com/ca/fhda/Board.nsf/files/BXPQ7G6659F7/$file/Measure-G-Initial Master Bond Project-List-FHDACCD 01.11.2021.pdf)

The CVC and OEI requested an additional \$10 million from the State of CA, and they are likely to get it. The State is also offered an increase in the funding for professional development. The State is suggesting that all CA Universities and State Colleges adopt Canvas as their learning management system, due to the successful adoption of Canvas by the Community College System. ETS continues testing of Banner 9 and is now deciding which modules should be implemented first. ETS is also exploring new options for directory services providing login authentication. The Flint Center for the Performing Arts is scheduled for demolition and it contains network and HVAC that feeds the entire Creative Arts group of classrooms, so there will need to be a carefully phased plan to keep existing classrooms operational during the Flint demolition and prior to a planned rebuild of the Creative Arts quad. No decision has yet been made about the building that will replace the Flint Center. Joe Moreau reported more instances of fraud, including people fraudulently registering as students to get access to financial aid.

- Business Process Alignment Taskforce (BPAT)

No meeting was held for this time period.

- Human Resources Advisory Committee (HRAC)/District and Equity Advisory Committee (DDEAC)

Paula Norsell reported that the State budget proposal was better than expected and that monies are coming in for Corona virus relief.

VI. Other Business

Mike Mohebbi mentioned efforts to increase participation in senates, such as term limits, automatic nominations for incumbents, and strategies to allow for staff who cannot leave their desks for these meetings.

VII. Adjournment

The meeting was adjourned at 11:31am.