

In attendance: Linda Jay, Kyle Marianne Khlaré, Shauna Hagerman, Solomon Ghebretensae, Glen Salazar, Jenn Cox, Melia Pavloff Hejazi, Shannon O'Reilly, Kyle Wallstrum, Jenne Arden, Tina Rosenberg. Ann Schott, Guy Tillotson

Approval of Minutes – December 6, 2025

Caring Campus Moments –

- HR did welcome table first and second day of spring semester on campus, continues to be well received
- A student that does not speak English, afraid to be deported, filling out a form for his daughter for citizenship, was able to find a video in Spanish to assist the gentleman.

Executive Board Reports

Linda Jay

- Mission statement; review and edit as needed.
 - Remove the comma after collaboration.
 - Mission has Been Approved and is Official after a vote!
- Reviewing PDA Welcome Speech
- Classified Leadership Conference
 - June in Sacramento
 - Encouraging anyone who would like to go to go
 - Let Linda know if you'd like to go
- Strategic Planning Group
 - Focus Group with Classified Senate
 - 2.5 hours long
 - Try to find a special meeting date to come to the group
 - 10 Classified Professionals is the hope
 - John Stover & Jeremy Smotherman
 - Structured and input survey
- AFA Response to November 2024 Presidential Election
 - Academic Senate opted not to sign, because of 10+1, they are not able to sign it
 - Do we agree with it and want to sign?
 - Any implications if we do not?
 - Have trainings been conducted?
 - Do all departments know what to do?
 - No
 - Seems manager dependent – each is sharing differently
 - All managers were given a presentation and they were not able to share with us

- Many questions coming from staff
 - Can we involve District Police to ensure they're going where they need to go?
 - Lends our voice to this support, multiple voice in this time in history is really important
 - We are backing them to ensure these things happen
- Motion to Approve – Marianne, Tina second
 - Approval to back AFA Response
- PRPP is having a kickoff in February (on committee)
 - Going to ask for some money, will be completing one for Classified Senate
 - Kyle and Jamie are familiar with PRPPs and happy to assist with Classified Senate
- IDEAA Workshop
 - RSSC came and did a presentation on Equity Engagement
 - Systemic item that we need to put into our daily
 - Culture Climate survey from Jeremy
 - Disaggregated data and how different races viewed their experiences from one another
 - Acknowledging the work, we have done at SRJC, further along than other colleges in California that cannot use DEI in their office

Kyle – VP Report

- Open seat on College Council – will plan on attending

Jamie –

Nothing to report

Tina

- Extra money; worked on where it came from
- Fund raising efforts
 - 22-23; had more money left at the end of the year than we started with
 - Clearing \$700-1000 on the See's Fundraiser
 - Holiday was \$729 alone
 - Dinner we lose \$; lunches & BBQs as well
- \$13,600
 - Blankets are between \$3000-4000 and is pending
- Pat Tognazzi Fund
 - \$1100 we are down to
 - Make up a mind about what we want to put in there
 - Can we move the money from fundraising over to Pat Tognazzi fund?
 - (about \$2000 a year approximately, Tina will verify)

Action Item: Motion to approve transfer of funds has been approved.

- We are leaving district money unspent
 - Can we charge some travel?
 - Graphics?
 - Do we have anything for the meetings we would want to make?
- Shannon recommends putting on less restrictions if possible / more clarity/flexibility on how we spend the money during the PRPP process.

Professional Development Review on current happenings

- See attached information sheet

Awards

- Scholarships; Shannon forwarded the
- Move awards for discussion to next time

Community Updates

- **A few unselected Gift Cards, remember we cannot mail them**

The Giving Tree program was a great success thanks to our generous donations and volunteers. 400 children, including 47 from Roseland, received \$30 gift cards. A big thank you for the donations and for the volunteers that made the Giving Tree possible. Kathy Matthies returned from retirement to help purchase the gift cards and organize the student names, volunteers signed the cards and stuffed gift card for each child in envelopes, the following department helped distribute the gift cards to students. Jamie Longnecker, Leticia Garcia Arango, Jenn Cox, and their fabulous Career Center student employees distributed gift cards to CalWORKs, Disability Resources, EOPS, Foster Youth & Second Chance Program students. Stefani Oseguera distributed gift cards to the Children's Center families. Alondra Soto Chavez distributed gift cards to the SRJC Roseland families.

- Adding a discussion to next month's
- We cannot count on Foundation Funding Next Year

Friendship Week 2025

- Blankets have been ordered
- Delivering to us on 02/10/25
- Linda and Jenne will be printing the poems in the office
 - Need a plan on distributing them
 - Will be in the HR Office
 - Will communicate out about the hanging out

Secret Pal Spring 2025

- Secret Pal sign-up has now closed

IDEAAJ

- Address the climate around DEIAAJ
 - Feels like a scary time, how can we bump up the momentum here while we have a President that supports this work
 - So we do not ever stop “doing the work”
 - Say it and explain it beyond just the acronym
 - Shared understanding of what it is
 - Reasons beyond why they better our community
 - Nothing this year for DEI at PDA; all AI focus this spring 2025
 - A whole taskforce on this, shocking to have nothing this year
 - Black History Month Events
 - Museum Exhibit

Elections

- Nominations
 - Email prepped
 - All up for reelection this year except for two
 - Statements this year!
 - Photos (maybe) next year!
- Using election runner again

Timeline

Nominations launch 2/18/25

Nominations reminders send out 2/26/25

Nominations close 2/28/25

Elections Launch 3/10/25

Election Reminder 3/14/25

Elections Close 3/17/25

Election Results sent 3/21/25

- Revise to close on 03/14/2025
- Reminder in the midway point 03/12/2025

Events

- Classified Appreciation Dinner
 - April 17th, 2025
- Next month to finalize
- Linda and Jenne to work with Kathy to review themes
 - Life's A Beach
- Contact Management Team to get them volunteering for the different items we need
 - “Who is the new Party Planner” to replace Sarah
- Glenn and Linda will be working on the silent auction
 - Mostly just putting the feelers out for donations
 - Can we do it a little earlier so we are not trying to rush

- Send it during the save the date
- Save the date announcement
- Talk to Pacific Dining about menu options
 - \$20 - \$25 per head more than likely

Fundraising

- **Spring 2025**
 - Flyer for See's
 - Dates are not official yet, make it clickable on the email with hyperlink
 - QR code as well
 - Will be running through MARCOM before we can go live
- Has reached out to See's and is attempting to access account
- Will be working with Linda on the silent auction very soon

Motion to approve to spend funds on Friendship week blankets – approved

Old and Ongoing Business

- Still need to get plaques updated; need a PO to get them to the engravers, back on the wall
- Updating Website Pictures – wait until it gets nicer to avoid the rainy weather

From Classified Professionals:

- In Lindley, paper towels were taken out of the building for sustainability, but AFA asked for them to come back; but they were put back in today (in addition to the hand dryers)
- Middle schoolers came for a tour today in Lindley
- PDA refreshments & coffee
 - We did not have the budget to do the breakfast; free lunch
 - Eat before you go, water and coffee will be in Lindley on the 1st floor (bring your own cups)
- Research on what other Classified Senate's do for fundraising
 - Superbowl Event

Meeting Adjourned