

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

Minutes approval from February 2, 2025: Approved

Executive Reports

Linda - President

- College Council
 - Participatory Governance Workgroup Review
 - Sharing update with all constituency groups
 - Eliminated duplication of efforts, streamlined and/or changed the charge of some when appropriate
 - Framework on how to get events approved and to put items in motion for each committee on how to get things done
- IDEAA Taskforce
 - Participatory Governance Workgroup Review
 - NACCC 2024 Survey Findings Review to address gaps and promote equity data presentation
 - Employees
 - Students
 - How do they matter at the JC, racism, etc.
 - Disaggregated data review, first look
 - Next – what do we do with this information?
 - How are we going to address these items?
 - Continue to run for one more year
 - Linda will determine if she needs to run or if she can designate someone on the committee (DEIAAJ Pillar Lead)
 - Focus on campus climate
 - Dr. Garcia will be bringing it out to the public
 - [EEO plan; 2023-2026](#)
- PRPP
 - Kickoff is week of March 10, 2025
 - Working on communication right now
 - In Horizon only
- Classified Leadership Conference
 - Sacramento, June 25-27, 2025 @ the Double Tree
 - Kate Jolley said she would cover three people to go out of her budget
 - One more seat available – let Linda know if you'd like to go
 - Linda Jay and Jenne Arden are confirmed so far

- District Professional Development Fund for ALL Classified coming soon
 - Through planning and budget council

Email Distribution List for Classified Senate

- Make two complete list; one for distribution lists for all members and one for executive memberships

Jamie

- Thank you from the blankets!
 - Thank you. This is a wonderful gift.
 - Thank you!
 - Thank you, Jamie, for your kind words. Thank you to the Classified Senate for the blanket. It is very helpful. ♥ Thank you to Linda Jay for the poem.
 - Thank you for the blanket and the poem! I appreciate it so much 😊
 - [Thank you to the Classified Senate for the lovely surprise.](#)
 - Thank you
 - Thank you very much. I love my blanket.
 - [Thank you both for your thoughtfulness and effort. I appreciate it.](#)
 - I love the thought that went into this and that meaningful poem slipped inside. So much thought put into this and the poem knocked it out of the ballpark. Please let the Classified Senate know I will use this at my desk when it is needed. The poem is displayed at my desk.
 - You are all so appreciated for taking on these tasks and putting forth your selfless time and energy for the rest of us.
 - Thank you all, what a great token for Friendship Week, you all are so much appreciated!
 - Thank you, the blanket was a nice surprise and the poem was well written. It was very much appreciated.
 - Thank you so much it will be perfect in my car for traveling!!

Tina

- \$8000 in main Foundation account
 - \$1000 to Pat Tognazzi (quarterly in the queue to transfer from Foundation account)
 - See's Fundraiser could go right into Pat Tognazzi account instead of having to move it
 - Designate this to replenish beginning in the coming year
- Kate Jolley said we can move \$ around in our general fund if needed to support other expenses as needed
 - Per Shannon, we should apply that first to take it off the top

Professional Development

- Currently continuing running Lunch & Learns, March 11 is not happening, but the others will be on the 18th and 25th.
- Stephanie is rerunning for the pillar for Professional Development
- March 27th @ 12:00 p.m. in Doyle or on Zoom Brainstorming meeting for Professional Development, wrap-up for this year and launch into next year
- April will be the end to close out the year

Maria – Awards

- Formed committee; Maria will be contacting them on Monday March 10, 2025
- Caring Campus Award

Criteria:

- Is a permanent classified staff member
- Demonstrates a welcoming and inclusive attitude, making students and colleagues feel valued and supported
- Actively contributes to creating a positive and collaborative campus culture
- Goes above and beyond to assist students, faculty, and staff in ways that promote success and well-being
- Engages in actions that foster a sense of belonging and care within the campus community
- Serves as a role model for kindness, respect, and encouragement in daily interactions

Discussion:

- Do we want to add this as an additional or takeover the Community Service Awards?
 - Generally, we get 1 nominee for Community Service Awards
 - Less folks know what others are doing outside of the district?
- Can we keep or make it as "or" if folks want to nominate this way?
- Caring Campus is a nice back up piece to what we do here?
- Celebrating staff on campus and within our community

Motion to replace Community Service Awards with Caring Campus Award by Maria, seconded by Shannon. All in favor.

Community Outreach

- The Giving Tree; what did people feel about Kathy and Ann to meet with the Secret Santa folks to see if there is anything we can partner with instead?

- Meet with the Volunteer Center; it'll all go through them – we don't have to do presents and/or distribution.
- Can we be the holder of the tree only?
- Select hearts and then we take our hearts to the volunteer center.
- What can we do specifically for our own students here?
 - Ann is open to suggestions.
- 2024 Gift cards were not claimed, need to individually email them. Ann will do this to see what's going on. Roseland only had 1, all of Children's Center got picked up.

DEIAAJ

- Assign to IDEAA Taskforce
- Shannon would like to participate
- Courageous Leaders is wrapping up; promoting the Thrivance Hub
 - Talk about what a culture of care looks like open forum; email will be coming out via the Kinship group

Elections

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

- Write-ins for two that did not get nominations
 - Communication Officer
 - Community Outreach Pillar

Events

- Awards Dinner
 - Save the Date is out
 - Successfully Reserve the SAC and Dining Commons the Monday before
 - Going over the menu options next week with Pacific Dining
 - Southern picnic BBQ option is at the top
 - \$25+ per person with 2 drink tickets (wine) for the basic dinner; if we start to charge more, perhaps folks may not go or be able to pay for their teams
 - Can we set-up a gifted ticket option?
 - Can folks donate a ticket for someone else in the department?
 - Can we add extra for folks to donate to others on their tickets?
 - Reach out to Linda re: Hardship options

- Fruit, Veggie, Cube cheese, and a ton of hot appetizer options via Pacific Dining – but they're pricey. Jenne and Linda will check-in with Pacific Dining if we have options.
- Everything goes through Foundation for ticketing and payments this year
- Final head count three days before
- Finalize menu 7 days before
- Continue to comp for award members
- Met with Kathy to discuss what was missing
 - Put together a checklist for review
- Meeting with Kate to suggest that go to management team meeting to illicit assistance and encourage to pay for their classified staff to attend
 - She will be taking on the previous Sarah role
- Last year – 150 ppl
- Decorations are easy; Kathy for the décor & Cheri for balloons
 - Minimal costs
- Move money to the vault in accounting to not have to have anyone walking around with it
- Photobooth Area –
 - Extra beach balls & a surfboard
 - Cheri donates her time; only cost is the balloons themselves
- Dress
 - Casual beach tropical
- Adjust the speaker to the side

Fundraising

- All call for donations
 - Theatre arts tickets have arrived so far
 - Plants are starting to get propped
 - Currently have See's Candy sales are going; starting to ship on Monday

Ongoing Business

- Wait for photos until after elections take place

Anything else to share?

Meeting Adjourned!