

## FOOTHILL COLLEGE CLASSIFIED SENATE MEETING MINUTES

Thursday, January 13, 2022

### VOTING MEMBERS

Name	Position	Attendance
Adrienne Hypolite	President	Present
Janie Garcia	President Elect	P
Martha Rubin	Treasurer	P
Erika Owens	Recorder	
Pauline Brown	Recorder	P
Chris Chavez	Classified Segment	
Danmin Deng	Classified Segment	P
Alex Favela	Classified Segment	
Doreen Finkelstein	Classified Segment	P
Elvia Herrera	Classified Segment	
Jackie Lauese	Classified Segment	P
Andre Meggerson	Classified Segment	P
Itzel Sanchez Zarraga	Classified Segment	
Mary Vanatta	Classified Segment	P
Adiel Velasquez	Classified Segment	P
Al Guzman	Classified Segment	P

### AGENDA & MEETING MINUTES

**Date:** January 13, 2022

**Location:** Zoom Link: <https://fhda-edu.zoom.us/j/93215789751> | Meeting ID: 932 1578 9751

**Meeting Convened & Adjourned:** 2:10 p.m. – 3:40 p.m.

The meeting aimed towards expediency due to a Campus Council meeting that occurred during the same time as the Classified Senate meeting. The Campus Council was believed to be convened by ASFC, where Foothill College students expressed their concerns and frustration to ASFC about the return to campus policy, the vaccination policy, and changes coming from Centers for Disease Control and Prevention (CDC). The expediency was done so Classified Senate members can attend.

### **1. Approval of December 2, 2021, Meeting Minutes and Land Acknowledgement (D/A)**

- Land Acknowledgement
- Motion to approve Dec. 21, 2021, Meeting Minutes moved by Andre M and seconded by Martha R
  - Approved by majority

### **2. Meta Majors Mapping Sorting Day – January 21, 2022 (I)**

- Natalie L & Amy L shared that on January 21, 2021, Guided Pathway will be having its second Meta Majors Sorting Day from 12 – 1:30 pm. At the meeting, they'll discuss the three sorting models that came from the first Meta Majors Sorting Day—different ways to organize the programs in a way that is student centered. If folks cannot make it, there is form that has one question (it's a poll to choose which meta major models best serve the students in their department). The form is due January 22, 2022. Another way folks can get involve, join the work team held on the 2<sup>nd</sup> Wednesdays of every month (this month will be held on the 19<sup>th</sup> due to Sorting Day on the 21<sup>st</sup>).
  - Classified senate and all other campus constituents are invited to collaborate and advocate for which model they think is best.
  - Next Steps: Natalie L & Amy L will share with Classified Senate the link to the form (polling survey) so members will have access to complete before the 22<sup>nd</sup> of January

### **3. Presidents Retreat Report Back (D)**

- Members shared their experience:
  - Appreciated being put into groups with students, especially when your work on campus doesn't have contact with students. Enjoyed hanging out with the horses and figuring out different ways to build trust from the activities.
  - The horses and team building activities we're challenging but the overall idea got each group working as a team. There were some activity outcomes that seemed more related to a supervisor or manager role. But overall, the bonding experience and a different environment (other than zoom) was great.
  - The best part was the social and team building activity; there's a lot of value in doing something that is not work related. It gave the foothill groups an opportunity to engage and get to know each other. However, there was as struggle to see the connection between activity and work.

- It was important for foothill to be in community. We've been through a lot the last quarter and the retreat brought folks together. It was an effective way of getting folks in space to build trust and build relationship.

#### 4. Winter Return to Campus Check-in (D)

- Due to the uncertainty of COVID, having a return to campus check-in maybe an ongoing discussion (i.e., the beginning of each quarter if not through the term for the academic year). The discussion was split into four main areas of check-in:
  - (1) Check-in with Classified staff who were asked to be on campus regularly, the challenges and success.
    - Smartshop Department – it was mandated in October to be back on campus and the smartshop had to be opened. There is one student worker, but usually there's more supporting. There hasn't been a lot of traffic because there's not a lot of students. Prior to COVID the office never worked Monday – Friday 8 am to 5pm but was told for this month January to be open from Monday – Friday 8 am to 5 pm. The smartshop have been tracking the numbers of contacts in past week and will report it the VP of Student Services.
    - Outreach Department – tried to get the team back on campus on January 3<sup>rd</sup> but Omicron started to come out. The team's direct and administrative supervisors changed their promotion of coming back to campus to include flexibility based on illness and comfort level.
      - ⇒ Another member from this department commented – a lot of interactions with students the first week were related to the MODO APP problems. Now in week 2, barely see students on campus. Beginning to question the utility of campus, especially when we don't have enough people on campus to adequately staff the campus. There may be students who would like to access us virtually but were insisting that people be on here on campus. Are we capturing the traffic or contact on virtually similar to the in-person?
  - (2) Couple of people had to change from being in-person to virtual until the end of the month, so what has prompted your supervisor or manager the change?
    - Disability & Veterans Resource Center Department – The team of 5 quickly dwindled down to 1 person being able to cover and provide services to students. The

department were seeing at least 5 students and had to share with students due to the COVID surge.

- (3) The Modo App; Serving student with only Green Check Marks or Wrist Band. Is this protecting you as best as it can?
  - A&R Department – not one student has been asked about the green check mark or risk band. There haven't been employees stationed at the doors to check for green check marks at the door before entering the building.
  - SmartShop – theoretically, the faculty can ask students about their Modo app green check mark or wrist band. This information was not relayed to the classified staff. There are students on campus that are not following protocol (i.e. not being vaccinated etc.)
  - Classified Senate President shared from her understanding that the Modo app was primarily for the classroom. However, there was a push to extend to student services who serve the community at a large. The resolution to this was for everyone to use the Modo App, students and community members would have access. President will verify the policy.
    - ⇒ Classified Senate President elect shared that Simon sent a recent email clarifying the latest procedures for campus to follow. The onus falls on staff to ask for students to show the Modo App and the green mark. It was explained to former President Thuy and Current Acting President Fong about many services we offer that are community facing—that does not hold certain folks accountable like the students who are registering and taking classes.
  - KCI – middle college visit KCI but haven't checked students Modo App for the Green Check or the Green Wristband. The same group is planning to have an event so how are we suppose check their green mark?
    - ⇒ Member suggested using the Foothill App by downloading on their phone. However, it was corrected that the Modo App is only accessed by Foothill College students not outside community members. There are community members who visit the campus, but no one is checking those folks. However, this is an issue when outside community members cannot access Modo App.
- Next Steps: Policy Clarification, Is the Policy being enforced for outside community members etc.

## **5. Follow-up on Presidents Fong's December Visit – Bring Back CS Lunchroom (D)**

- Classified Senate President – many of classified members are interested in having a one-on-one with Acting President Fong to tease out some of the challenges experienced in shared governance. If members are interested in having a conversation about sharing their ideas on being included in the college decision making or walking away as staff feeling our values, thoughts, opinions, were considered; maybe a smaller group of us can unpack that and be in conversation with Acting President Fong. However, would like to move away from anecdotal and be more concrete. Members are encouraged to reach out to Janie if interested in joining a smaller group.
- Classified Senate President Elect – Last year, Mike M and Josh P, both put together Lunchroom. There was a lunchroom for any classified members and another one for classified senate (an informal, safer space, voice their concern). Would like to continue these lunchrooms to build community but also, we have limited time in the senate meetings, and some may not be comfortable voicing their concerns during this meeting. Proposing Wednesday at noon, start the 19th, every other week. There may also be brown bag events, last quarter we had a PGA one. So, the lunchroom could be used for brown bag events as well. Question: would we want to invite classified staff or keep it as a senate opportunity to exist together in a senate capacity?
  - Confirmed that it is a virtual space
  - Suggestion to alternate the Wednesday one for Senate and the other one open to a larger group. This maybe an easy fix (i.e., the first Wednesday for Senate and the second Wednesday for everyone)
  - Suggestion that if we are doing the meeting for bonding experience for classified senate to get to know each other in an informal environment, then let's keep it to classified senate. Both can be done or choose one or the other. The purpose drives who's invited.
  - Suggestion for PGA workshops – send classified staff the application to have those things available during those session to do breakout room. Folks can work on it real time.