



**Classified Senate Meeting
Meeting Minutes, 05/28/24**

2024 Senate Board Members:

- **Danielle Alexander**, *President*
- **Katherine Lebe**, *Vice President*
- **Teuila Gray**, *Treasurer*
- **Yessenia Anguiano**, *Secretary*
- **Sheree Marcos**, *Social Senator*
- **Samantha Maddox**,
Senator of Fundraising
- **M'Kormik Hamilton**, *Ad-Hoc Senator*

25 Attendees

1. Welcome – call to order 12:08pm

2. Announcements

- Looking for 2nd classified representative for Budget Committee, meets on 3rd Thursday of the month from 12 – 2pm
- Looking for 2nd classified representative for Distance Education & Technology, meets on 3rd Thursday from 10 – 11am
 - Cindy expressed interest, Katherine to follow up
- Election: better response this year. Please send nominations, Famela & Lauren following up with the ballot, contacting those nominated. Election planned for mid-June for new senators to start office in July.

3. Discussion Items

3.1. Equity Ambassador Program

- Jess & Danielle met with Charo; program to move forward in fall for more people to have chance and time to learn more prior to registering
- Representative from program to attend senate meeting in August to give more details on what the program entails
- Discussed involvement of Dr. Patricia Moonsammy (Director of Diversity, Equity and Inclusion Dept.)
 - Working through transparency between HR, DEI Committee, and DEI Dept.
 - What are our next steps as a group?
 - Danielle check in with Dr. Moonsammy
 - “Classified group not comfortable with proceeding until DEI committee and office are in the same room to utilize expert resources”
- Invaluable training – how to make it better so more people can join the training and understand the program, support our college efforts, utilize our local expert in the subject matter



- We do want training on DEI, the way it was offered needs to be collaborative
- Issues with current staff development processes which links to many issues regarding training (affects our contract, interrelationships in administration, budget, etc.)
- Danielle to email Charo & Michelle; add Patricia to June meeting

3.2. Cloud Migration Update

- Scheduled after May 30th (June 5,6,7)
- Planned downtime for online services, please do not panic
- Testing has started and will resume online services after June 10th

3.3. Governance Handbook Spring Edits

- Committees give time to review edits in spring
- SEM committee has completed their work
- New EO committee will need 2 classified members as representatives

3.4. Student Advisory Council

- Piloted in the fall, Phi Theta Kappa to start
- Advisory group comprised of students that meet once monthly with Dr. Powell
- Dr. Powell excited to meet and gather information from students

3.5. Communication Office Email

- Communications Office emails have been overlooked by many
- Emails are being sent on behalf of cabinet and Dr. Powell
- Please take a moment to read as it concerns campus business and important knowledge
- Open rate low for Employee Newsletter – sent on 1st Wednesday of the month
 - Add communications@napavalley.edu to your contacts list to avoid spam
 - Asked if Classified Newsletter can link to Employee Newsletter
 - Can create a “classified corner” with bullet point list of stories, achievements, etc. (no items for sale)
 - Send news or a few short sentences to Denise Kaduri to be included in the Employee Newsletter

4. District Committees

- **Planning** – Last meeting was May 17th. Approved EO planning priorities, now processing for strategic initiatives. Will continue to work in fall

4.2. **Budget** – Last meeting was contentious. Tentative budget for raises for employees will cost district around 2.2% while anticipated taxes increase to 4.4%. Faculty tied salary raises to tax



increases. Need a 2nd representative so voting will not be as close a call (currently 4 voting admin, 3 faculty, 1 classified rep.) Important to voice concerns in tentative budget before it becomes permanent.

4.3. Facilities:

- Lauren to send attachments. Project updates include but are not limited to: energy efficiency, solar, Wine Ed. breaking ground, 5 year capital outlay plan. Can take a look at proposal for feedback.

4.4. DEI – no updates

4.5. Technology – no updates

4.6. Staff Development – process needs repair. Discussed Flex Day plans, hoping to close offices 90 minutes for everyone to attend the all-school convocation. Workshop participation as time allows.

4.7. Extended Cabinet/Council of Presidents – AP for alcohol on campus, discussed housing. Other items voted on, going well with APs

➤ **Other Discussions**

▪ **Curriculum:**

- Many thanks to Jess who is our second representative!

▪ **Student Success Standards**

- No updates

5. FUTURE MEETINGS

- Executive Board Meeting: 06/04/24
- General Meeting: 06/25/24

Adjourned 12:58pm