

**MERRITT COLLEGE**  
**Classified Senate Notes**  
**Tuesday August 21, 2018**  
**1:30 PM – 3:00 P M, Room L-137**

Present: Samantha Kessler, Carmen Johnson, Doris Hankins, Margie Rubio, Walter Johnson

\*No Quorum

Guest: Tom Renbarger

<b>AGENDA ITEM</b>	<b>DISCUSSION</b>	<b>FOLLOW UP/ACTION</b>
<b>Agenda Review, Changes, and Adoption</b>		
<b>Approval of Minutes</b>		Need to get past minutes from R. Perez.
<b>Discussion Items</b>	<p><b>Fall 2018 Flex Day – PDC Chair Renbarger</b>  T. Renbarger gave an overview of Flex Day. Flex Days need to balance giving information with presentations that help us get better at our jobs. Schedule and time keeping needs improvements. District PD Officer Hoshida is trying to revive actual professional development during Flex – he is working with the Academic Senate.</p>	PDC needs 1 member to replace S. Kessler and possibly 1 member to replace M. Rubio.
<b>Committee Reports</b>	<p><b>Staff Development</b>  PDC: needs 1-2 classified to serve. Classified members do not necessarily need to serve in budget analyst and note taker positions. Compensation is a challenge for these positions. PDC will meet Tuesday 9/4 10am.</p> <p><b>College Council</b>  No report.</p>	Obtain current committee list with classified representation and vacant seats.

	<p><b>College Institutional Effectiveness Committee</b>  First meeting is Wednesday 9/5 3pm. Committee needs to focus on program review and strategic plan implementation.</p> <p><b>i. Guided Pathways</b>  Classified Lead advertised with OT – applications accepted through 8/27.</p> <p><b>Facilities Committee</b>  No report.</p> <p><b>Health and Safety Committee</b>  General concern for safety in understaffed buildings and buildings with locking issues (L). Post the emergency number so that it is more visible.</p> <p><b>Technology Committee</b>  Will meet on 9/21. Need to update succession planning given impending retirements of IT staff.</p> <p><b>Budget Committee</b>  No report.</p> <p><b>SSSP/Equity</b>  Funds were potentially overspent. Need strong classified representation to request budget status and transparency with spending. With a (Senate) quorum, we can make a motion to submit a formal request to this committee for the information.</p> <p>We need the committee list to take inventory of Classified committees seats and vacancies.</p>	
<b>Union Updates</b>	M. Sealund provided Union update via email to Senate.	

<b>Discussion Items</b>	<ul style="list-style-type: none"> <li>• Rubio shared that Merritt College was just approved for a Veterans Resource Center (VRC), but there is a need for space. Merritt is only campus without a VRC. She recommended considering R23, which is underutilized (typically only parties). A VRC would serve veteran students, staff and their families. Other options may be the assessment spaces since assessment will dramatically decrease with AB 705 implementation.</li> <li>• Classified kickoff/welcome event idea (September?): Can we take a celebration to Student services, or a division office since they can rarely leave their space? We can ask leadership to staff front desks for 30 minutes while staff celebrate and mingle. We have some raffle prizes. <ul style="list-style-type: none"> <li>• President would like to survey faculty and staff regarding interest in a summer camp for the children of faculty/staff.</li> <li>• AP 7122 – PCS advocated for revision of the AP to include equal representation (3) on President and management hiring committees.</li> </ul> </li> </ul>	Rubio/Hankins/Kessler to develop a survey to staff regarding R 23 use.
<b>Announcements</b>	<p>PBIM Summit on Friday 8/24. RSVP to Brandi Howard.</p> <p>Annual Achievement Awards Dinner is postponed to 11/30. Winter Ball theme.</p>	
<b>Adjournment</b>	Meeting adjourned.	

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*The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibly in a democratic society and a global economy.*