



Classified Senate Meeting Minutes
March 1st, 2018 1:30pm-2:30pm

Classified Present: Nancy Lam, Belinda Chan, Gretel Barreto, Timurhan Vengco, Christina Trujillo, Maggie Li, Alana Utsumi, Marisa Thigpen, and Vivian Paw.

Special Guests: Mitch Bailey, Chief of Staff - Public Safety Study

William Woods, Director of Public Safety

Zahra Mojtahedi, Planning and Research Analyst

1. Guest Speaker-Mitch Bailey and William Woods
 - a. Note: Public safety is not a police department. They address certain issues on their own, but do not have additional authority or power like sworn police officers, Sheriff or Highway Patrol officers do. The department utilizes an "Observe and Report" model and works in partnership with local law enforcement.
 - b. Public Safety Study Outcomes
 - i. Provided opportunities for students, faculty and staff to be part of forums, workshops and questionnaires regarding discussions about Public Safety feedback.
 - ii. They are using the 5 Margolis Healy Recommendations:
 1. Clarify Role, Mission and Strategy
 2. Develop a written directive system
 3. Develop a strategy for engaging with the campus community
 4. Develop a comprehensive physical security program such as new door security system & more cameras and
 5. Enhance emergency management planning.
 - iii. Margolis Healy recommended transitioning DPS to a Sworn and Armed Department, but the staff, faculty, and students does not agree with the recommendation
 - iv. Rationale for not accepting recommendation were as follow:
 1. Having a sworn and armed police department is not congruent with the approach the district wants to pursue
 2. Local law enforcement (San Bruno, Pacifica and San Mateo) does not support the District transitioning to its own police department because services sought by SMCCD district can be provided by local law enforcement agencies
 3. Our campuses are meant to be safe places to learn, work and visit
 4. Establishing a new police department is very expensive
 - v. SMCCD crime statistics district wide are very low
 - vi. Bay Area crime statistics indicate that the SMCCD district is a safe district. It has very low crime rates
 - vii. New Preliminary Staff Recommendations that will be given to the Board of Trustees are:
 1. Clarify the Mission and Role of the department of Public Safety
 2. Reject the recommendation to create a Sworn and Armed Police Department
 3. Implement as directed by the Board of Trustees, the remaining recommendations of the Margolis Healy Study. Will need to know how to budget and implement changes

4. Explore alternatives to enhance local Law Enforcement services on or near the SMCCD District's campuses.
 - viii. Based upon Trustee feedback, staff will be sharing these recommendations with the various shared governance groups on campus and Public Safety Study Committee will review all feedback to develop final recommendations for Board consideration
 - c. Feedback and concerns: Belinda Chan & Zahra Mojtahedi voiced out cell phone reception as being a concern regarding safety around Skyline College campus. Some buildings in Skyline College do not receive good cell phone reception and in case of emergencies, one cannot make a phone call or receive the AlertU emergency text.
2. Guest Speaker - Zahra Mojtahedi
 - a. PRIE Updates - Student Voice survey and Employee Voice Survey and Chronicle of Higher Ed. Survey will be going around campus because it is a critical piece of Accreditation study.
 - b. Student Voice Survey is a 15 minutes online survey, highly encouraging faculty to provide some class time to get survey done.
 - c. This survey is not the same as SESSI
 - d. All students filling out the survey must be 18 years old. Surveys will start in March.
 - e. Grand prize is a \$150 gift card as well as other additional 15 gift cards to the Skyline College Book Store.
 - f. Students must include their student ID number (G#) to be eligible to participate in the raffle and retrieve prize.
3. Review/Approve February 1, 2018 Meeting Minutes
 - a. Belinda Chan made motion and Gretel Barreto seconded.
4. Committee Updates
 - a. **Christina Trujillo – Advisory Committee for Employment Development (ACED):**
 - i. Meets every 3rd Wednesday of the month from 2:10pm-4:00pm in CTTL
 - ii. Two classified representatives are still needed
 - iii. Anyone interested in being part of this committee must contact Nina Floro
 - b. **Christina Trujillo – Educational Policy Committee**
 - i. Needs classified staff input and representation. There is still a classified spot available.
 - ii. If interested in serving and being part of this committee please contact Michele Haggart.
 - iii. Committee meets every 1st Tuesday of the month (or when needed) from 2:00p.m-3:00p.m in building 6-205.
 - c. **Timurhan Vengco –Senator Update**
 - i. Open Ed week next week. MCPR will send out an e-mail announcement.
 - ii. Peer Mentor Program will be tabling in the lobby of building 5
 - iii. If anyone knows of any students who can benefit from the Peer Mentor Program, contact Timurhan Vengco or Raymon Gutierrez.
5. Guided Pathways Meta Majors Efforts
 - a. Reminder to attend the second Classified Forum on Friday March 2, 2018 from 12:00pm-2:00pm.
 - b. Flex Day will be on Thursday March 8, 2018
6. Accreditation Updates
 - a. If anyone is trying to get updates regarding Accreditation, make sure to go to the website.
 - i. First draft is due on Sept. 14, 2018
 - b. Friday, March 23, 2018, Open Forum - everyone is welcome to attend and hear all the new updates as well as to provide feedback.
7. Professional Development Opportunities
 - a. NCORE-Deadline to submit application is Monday March 5, 2018
 - b. Classified Leadership Institute (CLI) – Deadline to apply is March 2, 2018
 - c. MOT Attendees: Timurhan Vengco and Jose Milan

8. Announcements
 - a. Classified needs to raise more money for the year
 - i. See's candy fundraiser - Please sell and buy!
 - ii. Spring Social Idea—a fundraising event at a restaurant
 1. If anyone wants to help out, please contact Michele Haggar
9. Alana Utsumi made first motion to adjourn meeting, Nancy Lam seconded at 2:44pm