



Classified Senate Meeting Minutes
April 5th, 2018 1:30pm-2:30pm

Classified Present: Kamla Bucceri, Belinda Chan, Gretel Barreto, Timurhan Vengco, Christina Trujillo, Maggie Li, Alana Utsumi, Connor Fitzpatrick, Sandra Hatzistratis, Kristina Brower and Katrina Pantig.

Special Guests: Mary Thomasmeyer, Sustainability Coordinator

1. Guest Speaker-Mary Thomasmeyer
 - a. Sustainability Plan
 - i. Skyline College aims to incorporate sustainability into its educational curriculum, facilities operation and to encourage the adoption of sustainability practices with its student, staff and administrators community.
 - ii. All information regarding the sustainability program can be found in the website: <http://skylinecollege.edu/sustainability/sustainabilityprograms.php>
 - iii. There are 9 different sustainability areas:
 1. Student Engagement
 2. Campus & Community Education and Awareness
 3. Curriculum Development
 4. The Built Environment
 5. Energy Efficiency
 6. Water Conservation
 7. Solid Waste Management
 8. Transportation
 9. Sustainable Procurement
 - iv. Skyline College will mostly focus on: Curriculum, Campus Transportation, water conservation and Campus Outreach
 1. Transportation: Focusing on reducing transportation commute, more incentives for carpool and more shuttle services.
 2. Campus Outreach: Focusing on providing more environmental programs.
 3. Curriculum: Focusing on providing more environmental science courses and having an Energy System Technology Management.
 - v. Encouraging all Skyline college Staff, Educators and Administrators to read the Sustainability Plan and provide feedback.
 1. Open Forum will be Tuesday April 10th by the Dining Hall
2. Review/Approve April 5th, 2018 Meeting Minutes
 - a. Alana Utsumi made motion and Timurhan Vengco seconded.
3. Committee Updates
 - a. ACED Committee—meets every 3rd Wednesday of the month from 2:10pm-4:00pm in CCTTL
 - b. **Timurhan Vengco – Learning Commons**
 - i. They are hiring students to work front desk roles and at the library.
 - ii. They are hiring peer mentors—encourage all students to apply
 - iii. Students looking to be tutors are encouraged to enroll in the summer LSKL 110 class
 - iv. This month is National Poetry month—library will have lots of great events and activities. For more information, see flyer or check out their website.
 - c. **Katrina Pantig – SEED**

- i. Comprehensive Redesign, all of the Inquiry Teams have been meeting to discuss their work plans, potential overlaps, and areas for collaboration. The plan is to implement some elements of the redesign for Fall 2018
 - ii. Classified Senate and staff to be able to provide thoughts/input on any areas of the redesign, there will be a tool/mechanism created to communicate with the Logistics Team, who will provide information and recommendations to the Design Team.
- 4. Guided Pathways Meta Majors Efforts
 - a. Estimated to roll out for the fall 2018 semester. However, some tools will start to be implemented during the summer 2018 enrollment period/semester.
 - b. Action Steps: We need some type of feedback tool that can be used to send information or to communicate concerns or changes to the Logistic Team. What kinds of information would you like to see included in the next forum?
 - c. Connor Fitzpatrick can e-mail list to both Christina Trujillo and Michele Haggar
- 5. Creating Resolutions
 - a. Thinking of creating a new classified staff orientation.
 - b. Resolution is a formal way of expressing the collective opinion or belief of a respective body.
 - c. As Classified Senate and staff, we should consider having a resolution because we now have a statement of ethics in place.
- 6. Professional Development Opportunities
 - a. Tuesday, April 10: The Power of NCORE at Skyline College: Engaging in Self-Care as Leadership at 2:00pm
 - b. Tuesday, April 26: The Power of NCORE at Skyline College: Exploring Resources for Achieving Equity Outside of Classroom (Brown Bag Series) at 12:10pm
- 7. Announcements
 - a. Classified needs to raise more money for the year
 - i. SHN-Buy tickets to School Rock
 - ii. Taco Thursday-Our next meeting will feature Tacos prior to the start time of our meeting. More details to come
 - 1. If anyone wants to help out, please contact Michele Haggar
- 8. Alana Utsumi made first motion to adjourn meeting, Christina Trujillo seconded at 2:55pm