



**Classified Senate Meeting Minutes**  
**November 6, 2019**  
**2:00pm-3:30pm**

**Classified Present:** Connor Fitzpatrick, Sherrie Prasad, Michele Haggar, Angelica Mendoza, Barbara Lamson, Rita Gulli, Zahra Mojtahedi, Flor Lopez, Belinda Chan, Ricardo Flores, Golda Margate and Gretel Barreto.

Guest Speaker: Elizabeth Llamas and Beverly Muse Psychology Service Counselors

**Part 1: Professional Development (2:00pm – 3:00pm)**

1. Welcome and Introductions
2. Mindfulness Workshop presented by: Liz Llamas and Beverly Muse, Psychology Counselors
  - a. Micro Goals: remove resistance to get started.
    - i. Motivation: it starts to kick in only once you start to do the task or activity.
    - ii. Habits: doing something repetitive becoming part of your daily life.
    - iii. Compound Effect: Doing something consistently allowing you to see and receive benefits from it—even when you are not performing the task or activity.
  - b. Time vs. Energy:
    - i. Value interest & play
    - ii. Self-care activities as investment in energy generation
    - iii. Thinking about what brings you energy and what depletes it?
    - iv. Doing self-care activities help you gain more energy to complete tasks & activities
    - v. People stress: try to avoid people who drain your energy or perhaps limit time spent with them.
  - c. Re-evaluating Priorities
    - i. The goal is balance, not to say “no” to everything
    - ii. The beginning of change is awareness
    - iii. Thinking about discipline from distractions. Example: T.V & Social Media
    - iv. Self-Care is not selfish—it’s actually being responsible. It benefits you and all those around you.
    - v. Not practicing self-care actually harms you and others. You tend to be angrier, irritable, impatient etc.
    - vi. Putting ourselves last by making others a priority leaves us feeling energy less.

- d. 5-Minute. Self-Care Micro Goals
  - i. Listening to music or podcast
  - ii. Meditating for 5 to 10 minutes
  - iii. Getting outside for a couple of minutes a day
  - iv. Expressing gratitude
- e. Meditation Exercise Activity with the group (10 Minute)

**Part 2: Senate Business (3:00pm – 3:30pm)**

- 1) Approve /Discuss Meeting Minutes from October 2019.
  - a) First motion to approve October 2019 Meeting Minutes motioned by Conner Fitzpatrick, seconded by Barbara Lamson. No discussions.
- 2) Student Scholarship Update
  - a) The scholarship is currently at \$1,000
  - b) Spread the word and encourage others to donate
- 3) Book Club Update
  - a) The book club just finished reading the book
  - b) Currently discussing topics for presentation on FLEX Day
  - c) Next meeting will be November 22, 2019.
- 4) Classified Senate Potluck
  - a) Potluck will be December 12, 2019
  - b) Michele Hagggar will send sign-up sheet via email
- 5) Michele Hagggar: PD Funding from State Chancellor’s Office related to Vision for Success Initiative Update
  - a) In our last meeting there were some questions around Chancellor’s pay and what the selection process will look like for the Chancellor.
  - b) The Board of Trustees have brought in Dr. Joan Smith, a consultant who is experience with helping school districts find Chancellors.
  - c) The Board identified and reviewed the timeline for when they are trying to hire a Chancellor. It is in line with the timeline they are using to hire a Skyline College President.
  - d) The Board identified how they are going to select members to serve on the hiring committee. They will select 15 members to serve.
    - i) The selection committee will consist of 3 Classified Professionals (they can ask questions, but do not get to vote) 3 Administrators from each of the colleges and 1 from the school district. It will have 2 community members, 1 Board of Trustee, 3 Faculty and 2 students.
    - ii) They discussed minimum qualifications: 5 years of leadership experience
    - iii) They discussed pay: They pulled information from something called the “Pack 10”. They determined a pay range of 320k to 375K. There is going to be steps but more discussion to follow. This is a country wide search.

- iv) They discussed that the Board of Trustees is going to be the hiring manager of the incoming Chancellor and the Selection Committee will serve as the Screening Committee. The Screening Committee will be working very closely with the consultant to get proper coaching.
  - v) The consultant will be the one reaching out to all the recommendations. She will be the one sending out the announcements and not the Board of Trustees.
  - vi) The Board of Trustees are being fully cautious about the whole hiring process for the Chancellor position.
- 6) Motion to end meeting by Barbara Lamson, seconded by Ricardo Flores at 3:50 p.m.