



<http://www.deanza.edu/gov/classifiedsenate/>

**De Anza College Classified Senate Meeting Minutes**

Date October 9, 2018

2:00-3:30 p.m.

**ADMN 106**

**Attendees:** [L. Maynard](#), [P. Gerardo](#), [A. Harrell](#), [C. Steiner](#), [J. Lee](#), [D. Byars](#), [V. Kahler](#), [H. King](#), [K. Kirkpatrick](#), [R. Levin](#)

**Visitors:** [G. Robles](#), [M. Booye](#), [E. Flores](#), [O. Sabawi](#), [M.K. Englen](#)

**Scribe:** [C. Guzman](#)

Item #	AGENDA TOPIC	TIME	PURPOSE	DISCUSSION LEADER
1	Approval of notes from the October 9 <sup>th</sup> meeting - Notes approved	2:00	I/D/A	Maynard
2	Welcome/ Introductions	2:05	I/D	Maynard
3	Needs/Confirmations - <b>NEED:</b> The following vacant seats need representation from Classified staff <ul style="list-style-type: none"> <li>- (1) Classified Senate, President Elect <ul style="list-style-type: none"> <li>- Meets twice a month - second and fourth Tuesday in Admin106.</li> <li>- Additional meetings may be scheduled</li> <li>- Serves as the Classified Senate Representative on Academic Senate</li> </ul> </li> <li>- (1) Student Services Planning &amp; Budget Team (SSBPT) Advisory Committee <ul style="list-style-type: none"> <li>- Meets twice a month - second and fourth Thursday in Admin109.</li> <li>- Additional meetings may be scheduled</li> </ul> </li> <li>- (1) Administrative Services Planning &amp; Budget Team (APBT) <ul style="list-style-type: none"> <li>- Meets once a month – Friday in Admin106</li> </ul> </li> <li>- (3) Equity Action Council (EAC) <ul style="list-style-type: none"> <li>- Meets twice a month – second and fourth Thursday</li> </ul> </li> </ul> - <b>CONFIRMATION:</b> A motion was made to have Section 1 be filled by D. Shannakian <ul style="list-style-type: none"> <li>- Motion made by K. Kirkpatrick, 2nd by C. Steiner. All in favor. Motion approved.</li> </ul> If interested in filling or learning more about vacant seats advisory, please contact <a href="#">L. Maynard</a> , the Classified Senate President.	2:15	D/A	Maynard

4	<p>undocuALLY training</p> <ul style="list-style-type: none"> <li>- Information was not presented at this time.</li> </ul>	2:30	I/D	Esquival
5	<p>Food, Housing, Transportation Survey Result (<i>Presented by O. Sabawi and E. Flores</i>)</p> <p>The Food, Housing, and Transportation Security Survey was designed to assess basic needs insecurities among De Anza's student population during the spring quarter of 2018. There were 2,021 correspondents, 11% rate of student participation.</p> <p>Results reflected the following basic needs insecurities:</p> <ul style="list-style-type: none"> <li>- 60% transportation insecurity, 58% food insecurity, 56% housing insecurity, and 18% homeless</li> </ul> <p>To access the survey results visit the <a href="#">Food, Housing, Transportation Survey</a>.</p> <p>The Emergency Food Assistance Program (EFAP, Food Pantry) (<i>Presented by E. Flores</i>) on campus was established with the collaboration of West Valley Community Services and the Second Food Bank to address and alleviate the food insecurity for students who qualify for assistance. Some of the draw backs of services have been the elimination of the Peanut Butter and Jelly station and a dedicated staff to help manage the program. To learn more about the services and how to get involved visit <a href="#">De Anza's Food Pantry</a> webpage.</p>	2:45	I/D	Flores, Sabawi/All
6	<p>Announcements and Campus News (time permitting)</p> <p>Student Services Planning &amp; Budget Team (SSPBT) Update (<i>Provided by M. Booye &amp; supported by G. Robles</i>).</p> <ul style="list-style-type: none"> <li>- The following amended SSPBT recommendation was presented at the SSPBT meeting on October 4th: <ul style="list-style-type: none"> <li>- Eliminate 2 management positions - the AVPSS and Dean of Counseling, savings would reflect in the amount of \$382,912. This cost savings would be allocated to save 2 counselors positions (cost \$274,026) and 1 classified position A&amp; R position (cost \$108,886). Total eliminated positions: 10 faculty, 11.5 classified, 2 managers.</li> <li>- The targeted amended budget reductions in Student Services are \$3,207,000</li> <li>- The SSPBT is scheduled to meet on October 11<sup>th</sup> to cast their vote on whether the two administrative eliminations move forward to the College Council. In preparation for the meeting, M. Booye asked the Classified Senate to come together and determine how to vote. Several Senators determine there is insufficient evidence to determine there would be a cost saving in terminating the administrators and to support this decision. It was clear that most Senators need information to make a sound decision, therefore, it was agreed the vote be casted as abstinence.</li> </ul> </li> </ul> <p>For information regarding budget planning updates visit <a href="#">De Anza College's SSPBT</a> webpage.</p>	3:25	I	All

**Next Classified Senate meeting: October 23, 2018 in Admin106 at 2:00 p.m.**

#### **Mission**

*It is the function of the Classified Senate to participate in the governance of De Anza College, to provide a centralized means of communication among classified staff and with the rest of the college community, carry out the purpose to actively promote professionalism with the Classified Senate, and to enhance staff development.*