



**Monday, March 19, 2018**

**1:30pm-2:30pm**

**Building 9-154**

**Minutes-Draft**

Attendees: Loretta Davis Rascon, Jeanne Stalker, Joan Murphy, Hugo Enciso, Candice Johnson, Jamie Hui, Maria Huning, Jonna Pounds, Yesenia Mercado, Barbara Bucton, Margarita Baez, Deborah A. Joy

1. Review and approve Minutes- February 12, 2018
  - a. Add Debbie Joy, Joan Murphy
  - b. Minutes approved with amended names
  
2. Classified Senate Nominations
  - a. Proposed by-law changes to March nominations and April elections (revised from last year agreement). Currently nominations take place in May. We feel it is too late in the semester to have elections. We would like time to transition and onboard the new team.
    - i. Next week will email nominations for Vice President, Secretary, and 2 Activities Coordinators
  - b. Proposed change Vice President term to 2 years (crossover with President term) currently term is 1 year.
  - c. Jeanne Stalker will work with IT and HR for a Classified Staff distribution list. There will be a separate list for short-term hourly, student assistants, and others.
  - d. Proposed changes to the by-laws for what counts as a quorum (how many people or %) Current it is 20% of members for general meetings.
  
3. Upcoming Events
  - a. Classified Taco Day, successful event, many contributed
    - i. Tentative week of April 9<sup>th</sup> or 16<sup>th</sup>
    - ii. \$146.00 in donations
    - iii. Fundraising event is suggested donation
    - iv. Email to whole campus
  - b. Main and Elm Friday event
    - i. Contact person: Terra 650-666-7412
  - c. Classified School employee breakfast
    - i. May 2018, order from Pacific Diner (approved from President Moore)

4. Financial Report- Hugo Enciso

|          |            |
|----------|------------|
| Cash     | \$127.00   |
| Savings  | \$2,576.65 |
| Checking | \$892.70   |



**Monday, March 19, 2018**

**1:30pm-2:30pm**

**Building 9-154**

**Minutes-Draft**

5. Committee Reports
  - a. IPC- Loretta Davis
    - i. Do we prefer to get email minutes from IPC? Can review on the website, <https://www.canadacollege.edu/ipc/membersandmeetings.php>
  - b. Guided Pathways- Maria Huning
    - i. The group is figuring out how to disseminate information, working on website and presentation
6. Other/Public comments
  - a. Update on Equity Resolution edits
    - i. Motion to approve the edits and approved to move forward in support of the Equity Resolution
7. Public Safety Discussion- Mitch Bailey, SMCCD Chief of Staff
  - a. Public Safety Study (PowerPoint handout)
  - b. Public Safety Department NOT police department
  - c. Observe and report process, work with Redwood City Sheriff
  - d. Nationwide decline in trust and confidence of law enforcement in many underrepresented communities
  - e. Consultants reviewed and observed to develop recommendations
    - i. 71 recommendations (Margolis Healy-SMCCCD Public Safety Study Recommendations handout)
    - ii. Many thought Public Safety was the police department
    - iii. More engagement with the campus community
    - iv. Develop new comprehensive physical security program
      1. New locks for doors, siren and cameras
    - v. Enhance emergency management planning
      1. District hired a person to manage
    - vi. District staff does not agree to be a Sworn and Armed Police Department
      1. Currently no alternatives were given
      2. Work with local police department
    - vii. Recently the Public Safety Department has changed their uniforms (polo t-shirts) to not be confused with law enforcement
  - f. SMCCCD Crime Statistics
    - i. Across the District, very low in crime statistics
  - g. Preliminary Staff Recommendations



**Monday, March 19, 2018**

**1:30pm-2:30pm**

**Building 9-154**

**Minutes-Draft**

- i. Clarify Mission and Role of Department of Public Safety
- ii. Reject Sworn and Armed Police Department
- iii. Implement, as directed by Board of Trustees, the remaining recommendations
- iv. Explore alternatives
- h. Will have two campus forums about the recommendations
- i. Comments about the Department of Public Safety
  - i. Notice officers are driving SUVs
  - ii. Public Safety hours (2 shift) 6am-11pm, third floater evening, now centralized dispatchers
  - iii. External phones take time to connect to dispatcher and volume is low
  - iv. Recommendation for Sworn and Armed is recommended as best practice and we as a District is considered a outlier
  - v. Concerns if there is an incident we do not have police officer on campus to immediately address
  - vi. Pay attention to our surroundings and we cannot stop it from happening but we may be able minimize
  - vii. Does Public Safety have jurisdiction with the housing on campus? Unclear
  - viii. There will be more safety trainings; will there be CPR-First Aid?
- 8. Updates- President Jamillah Moore
  - a. Compliance (25 recommendations)
    - i. Recommendations about the use of procurement cards, sign a pro-card agreement, actually cannot use to buy food.
    - ii. Create business manual for certain positions to capture institutional knowledge
  - b. VPI reference checking this week, two candidates
    - i. Dr. Tammy Robinson and Dr. Char Perlas

**Upcoming Meetings:**

April 16, 2018

May 21, 2018