



**Laney Classified Senate  
Special Senate Meeting  
Thursday, December 9, 2021**

**[Via Zoom link:  
978 1082 7124](#)**

**Minutes**

**Committee:** Classified Senate Special Meeting

**Location/Time:** Via Zoom 2:00pm-3:00pm

**Attendees:** Hope Lane, Gary Mei, Arlene Lontoc, Louise Goltz, Nia Ford, Joseph Koroma

**Absent:** Vincent Garrett

**Guest (s):** Rebecca Opsata, Iolani-Sodhy Gereben, Clifton Coleman, Laura Ramos, Blanca Montes De Oca, Tina Tobor, Angel Shou (Angel) Huang

**Ex-Officio:** Alejandro Acosta, Terrance Fisher (not present)

**Minutes Recorder:** Arlene Lontoc

**Handout(s):**

- **Meeting Agenda**
- **IEC Program Review Validation**
- **Guided Pathways Fiscal Reporting (NOVA)**

Item	Discussions/Decisions	Action Items
I. Approval of the Agenda	GARY MEI CALLED A MOTION TO APPROVE THE NOVEMBER 23, 2021. ARLENE LONTOC SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	
II. Approval of the minutes	LOUISE GOLTZ CALLED A MOTION TO APPROVE THE NOVEMBER 23, 2021 MEETING MINUTES. GARY MEI SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	

	Yes: Arlene Lontoc, Gary Mei, Nia Ford, Louis Goltz,	
III. Public Comment	-No public comment	
IV. Updates	<ul style="list-style-type: none"> <li>a. Classified Professionals Training Needs-Discussion <ul style="list-style-type: none"> <li>-Classified Senate President asked for suggestion on what type of Professional Development or Training Needs Classified Professionals may want to have.</li> <li>i. Master Calendar</li> <li>ii. Spring Flex: March 15, 2022 Sub-Committee</li> </ul> </li> </ul>	
V. Agenda Items:	<ul style="list-style-type: none"> <li>a. Recognition of Rene Rivas (RRR)- Blanca Montes de Oca, Agustin Rodriguez, and Roxana Post <ul style="list-style-type: none"> <li>-Blanca Montes De Oca shared that she will be meeting with Roxana Post and Agustin Rodriguez. It was shared by Blanca that it will be helpful if all the Classified Professionals will contribute or write up something on how Rene positively impacted our work as his colleagues.</li> <li>-Will provide another update on our next meeting,</li> </ul> </li> <li>b. Program Validation IEC-Clifton Coleman, Iolani Sodhy-Gereben and Rebecca Opsata <ul style="list-style-type: none"> <li>- Clifton Coleman presented on this item. The Institutional Effectiveness Committee has refined and clarified the process of validation for program reviews. It was shared that the purpose of Program Review is a planning process which creates a document that shows the current state of the unit, how the unit is connected to the college and community and explains how the unit wants to move forward in the next few years.</li> </ul> </li> </ul> <p>Purpose of Validation</p> <ul style="list-style-type: none"> <li>• Provides confirmation that the report accurately reflects the state of the department and meets the rubrics.</li> <li>• Provides confirmation that the unit’s plan for moving forward is realistic and will positively impact on the satisfactory/exemplary rubric ratings.</li> <li>• Provides a list of the areas where the unit needs support. These are identified by sections where the unit is rated by validators as developing.</li> <li>• Makes a department eligible for resource allocations if they meet the minimum qualifications for validation.</li> </ul> <ul style="list-style-type: none"> <li>- A question was asked regarding the Validation process timeline. VPI Opsata shared that the member of the IEC Committee, Heather should already have reached out regarding the Classified Prioritization process.</li> <li>- Hope Lane and Arlene Lontoc will meet with Dr. Opsata for mentoring regarding the process.</li> </ul>	

	<ul style="list-style-type: none"> <li>- Arlene Lontoc called the motion to approve the IEC Program Validation Process. Louise Goltz seconded the motion. The motion was approved unanimously.</li> <li>c. Guided Pathways Fiscal Reporting-Rebecca Opsata <ul style="list-style-type: none"> <li>- Dr. Opsata presented the Guided Pathways Reporting <ul style="list-style-type: none"> <li>• Guided Pathways funds is a categorical grant fund and State Chancellor’s Office require us to submit the fiscal report is having to be turned in periodically.</li> <li>• Narrative section to share the great work of the guided pathways. Faculty Senate voted yesterday to approve and endorsed.</li> </ul> </li> </ul> </li> <li>d. Discussion-LCCS Goals 2021-2023-reviewed goals that were submitted.</li> <li>e. Spring 2022 <ul style="list-style-type: none"> <li>- Table this item for our next meeting.</li> </ul> </li> </ul>	
VI. Next Meeting	TBD	
VII. Adjournment	NIA FORD CALLED A MOTION TO ADJOURN THE DECEMBER 9, 2021 CLASSIFIED SENATE SPECIAL MEETING. ARLENE LONTOC SECONDED THE MOTION. THE MOTION WAS APPROVED UNANIMOUSLY.	

*Meeting Adjourned: 3:37pm*