



District Services Classified Senate
 Thursday, January 15, 2026
 12:00 p.m. - 1:00 p.m., Online – Zoom

Governing Council Attendance:

<input checked="" type="checkbox"/> Chasity Whiteside, President	<input type="checkbox"/> Vacant, Payroll & Human Resources
<input checked="" type="checkbox"/> Roseann “Ro” Renzullo, Vice President	<input type="checkbox"/> Vacant, Accounting & Purchasing
<input checked="" type="checkbox"/> Rachel Ugale, Treasurer	<input type="checkbox"/> Vacant, Educational Services & Student Success/EDCE
<input type="checkbox"/> Vacant, Activities Coordinator	<input type="checkbox"/> Vacant, Chancellor's Office, PRMG & ITS

Members Present: Arthi Prasad, Amabella Camins, Ann-Marie Fisher, Patrick Chappell

DRAFT MINUTES

1. Welcome/Call to Order

The meeting was called to order by Chasity at 12:04 PM.

2. Approval of Agenda for January 15, 2026

Chasity noted a potential adjustment to move the SEIU report later in the agenda depending on speaker availability; however, no formal changes were requested. With no objections or additions from attendees, the agenda was approved by consensus.

3. Approval of Minutes

Minutes from the previous meeting were not available for review. Chasity indicated that multiple sets of minutes would be brought forward for approval at the February meeting.

4. Report-outs

4.1 IPBM Committee Reports

Chasity provided a general update across multiple IPBM committees, noting that most committees pause meetings between semesters when faculty are not in session.

The Planning and Budget Committee (PBC) last met on December 5 and had no major updates to report, aside from broader district news regarding the transition off “hold harmless.”

The District Enrollment Management Committee (DEMC) canceled its December meeting and last met on November 7.

The Technology Coordinating Committee (TCC) met on December 12, and no significant updates were reported.

The Facilities Committee's recent meeting information was not available due to outdated website postings, but its next meeting is scheduled for January 23.

All committees are expected to reconvene in early February, and updates will be shared at that time.

4.2 Chancellor's Council

Chancellor's Council last met on December 9, with the next meeting scheduled for February 10. The primary focus of these meetings continues to be the review of Board Policies and Administrative Procedures. Additional details were addressed under discussion items.

4.3 SEIU Update

Rachel Ugale provided an update from SEIU, noting that negotiations are actively underway. The SERP (Supplemental Employee Retirement Plan), also referred to as a "golden handshake," has been finalized in draft form and is expected to appear on an upcoming Board agenda. The program is anticipated to apply to employees aged 55 and older with at least 10 years of service. She explained that the union is currently focused on completing contract negotiations, including compensation discussions. Other priorities include improving telecommuting language, clarifying implementation of 4/10 schedules, and addressing inconsistencies in management practices. The union is aiming for a three-year contract aligned with faculty agreements, and more detailed updates are expected at the next meeting.

5. Discussion / Action Items

5.1 District Services Program Review

Chasity reported that draft program reviews remain available on the Chancellor's website, but final decisions regarding resource allocation have not yet been released. Informal feedback has already been provided to the Chancellor, and the Senate is awaiting further updates. It is anticipated that results may inform improvements to the process in the next cycle.

5.2 Board Policy & Administrative Procedure Review

Chasity explained the process by which Board Policies and Administrative Procedures are reviewed through Chancellor's Council. Proposed changes are

presented as first readings, allowing for feedback, and then return for second readings before moving forward to the Board of Trustees for final approval. She emphasized the importance of Senate participation in this process and encouraged members to review posted materials and provide feedback. Moving forward, she will distribute links to relevant agendas so members can more easily engage in the review process.

5.3 Elections Committee & Senate Vacancies (Action Item)

Chasity reviewed current Senate vacancies, including the Activities Coordinator role and four Senator positions representing different district groups. She outlined the elections process, which includes forming an elections committee, soliciting nominations, conducting voting, and finalizing results, with new terms beginning July 1. The goal is to fill vacancies while maintaining continuity in current governing council leadership positions. Volunteers for the Elections Committee include Chasity, Rachel, and Ro, with Anne-Marie expressing interest pending confirmation. The formation of the Elections Committee was approved by consensus, and recruitment for nominations will begin in the coming months.

5.4 Professional Development – AI Training

Chasity shared that AI training for District Services staff is currently being planned but has not yet been scheduled. The training will be conducted in person rather than virtually, with consideration given to multiple sessions due to staff being distributed across locations. Initial feedback suggests a strong preference for practical, job-specific applications rather than general AI overviews. Additional input from staff will be gathered to help shape the training content.

5.5 Professional Development Funding (2019 Block Grant)

Rachel provided an overview of remaining professional development funds from a 2019 Classified Professional Block Grant. While the colleges have already utilized their portions, District Services still has funding available. The discussion focused on how these funds could be used to expand professional development opportunities specifically for district staff, who do not typically have access to structured flex day programming. Ideas included hosting workshops on retirement planning, Employee Assistance Program resources, conflict resolution, and AI tools, as well as broader initiatives such as health and wellness programs or staff development days. Participants emphasized the importance of offering meaningful, applicable training opportunities that support both professional growth and overall well-being. Additional discussion will continue in future meetings to determine priorities and implementation strategies.

6. Future Agenda Items

Future agenda items will include ongoing Board Policy and Administrative Procedure review, updates on elections and nominations, AI training developments, and continued planning for professional development initiatives and funding use.

7. Good of the Order

Discussion during this portion of the meeting emphasized the importance of meaningful professional development and workplace support. Members expressed interest in initiatives that promote work-life balance, health and wellness, and effective communication in the workplace. There was also discussion about improving staff events to ensure they are inclusive, beneficial, and aligned with employee needs.

8. Adjournment

The meeting was adjourned at 12:59 PM. The next meeting is scheduled for February 12, 2026.