Memorandum

To: Mission College Classified Staff
From: Classified Senate: Vice President B. Goo (Project Lead), President T. Do, Treasurer C. Bibat, Secretary K. Dela Cruz, Senators A. McGann, C. Escano, D. Nguyen, D. Espinoza, K. Tran, L. Narvaez, M. Stewart, V. Topete, X. Lu, Z. Melton

Subject: See Below
Date: September 14, 2018

Subject: Proposal to Approve Mission College Classified Senate Resolution 2018-1, Classified Senate Nine plus One (9+1)

Date 10/1/2018

RECOMMENDATION

In the September 20, 2018 Mission College Classified Senate meeting, the senate will be voting on a resolution introducing a listing of focus areas that Mission Classified Professionals should have the ability to make recommendations in the decision making at the college. In Title 5 of the California Code of Regulations, all CA Community Colleges must provide opportunity for both the faculty (§ 53200) and students (§ 51023.7) opportunity to participate and make recommendations on a listing of 9-10 key items that will have a significant effect on their constituency group. Unfortunately, Title 5 does not grant the same listing does not exist for classified professionals and their roles at the college. After seeking feedback from the Classified Staff and consultation with ASG, MC Academic Senate, and the Executive Cabinet, the MC Classified Senate has developed the following 9+1 items:

1. Curriculum systems integrations and implementation;
2. Support related to degree and certificate awards;
3. Infrastructure and support related to educational program development;
4. Standards or policies regarding student services, support, and success;
5. College governance structures, as related to classified roles;
6. Classified roles and involvement in accreditation processes;
7. Policies for classified professional development activities;
8. Processes for program review and annual planning;
9. Processes for institutional planning and budget development;
10. Any other district and college policy, procedure, or related matters that will have a significant effect on Classified Staff.

Classified Senate Memo – 2018-1
**TIMELINE**

June 2017  
Introduction of 9+1 at the Classified Leadership Institute

Summer 2017  
Preliminary discussions within Classified Senate on feasibility of 9+1

October 2017  
Feedback sessions with Classified Professionals during the lunch bag distribution

Nov-Dec 2017  
Drafting of articles for 9+1

Spring 2018  
Feedback with Executive Cabinet

Summer 2018  
Finalization of resolution and supporting documents

August 16, 2018  
Sun shining draft resolution to MC Classified Senate

August 21, 2018  
Introduction to MC Academic Senate at Summer 18 retreat

September 20, 2018  
Final review and vote on resolution at MC Classified Senate

September 26, 2018  
Brought before Associated Student Government (ASG) for endorsement

September 27, 2018  
Brought before MC Academic Senate for endorsement

October 2, 2018  
Presentation to the Board of Trustees

October 3, 2018  
Brought before Governance and Planning (GAP) council for endorsement and inclusion in the participatory governance handbook

**EVALUATION AND FOLLOW-UP**

We believe that the formalization of this list will provide better avenues for the effective participation of Classified Professionals at the college. This will also ensure that the college decision-making process takes into consideration the needs of the entire college before a conclusion is made.

**COORDINATION**

Mission College input from ASG, Academic Senate, and Executive Cabinet and through the Participatory Governance process.

**COST SUMMARY/IMPLICATIONS**

None.

**ATTACHMENTS**

- Resolution 2018-1 - Mission College Classified Senate Nine plus One (9+1)

For more information, contact:

Brian Goo, Classified Senate Vice-President, brian.goo@missioncollege.edu and Thanh Do, Classified Senate President at thanh.do@missioncollege.edu.
Whereas, Mission College Classified Staff are an integral part of the College decision-making process, 

Whereas, Mission College Classified Staff play a key role in the implementation and systems integration on matters involving curriculum and should be involved in an advisory capacity, 

Whereas, Classified Staff play a key role in communicating degree and certificate requirements to students, 

Whereas, Classified Staff play a key role in the implementation and systems integration on matters of educational program development and should be involved in an advisory capacity, 

Whereas, Classified Staff play a key role in College Governance structures, 

Whereas, Classified Staff play a key role in ensuring that the College is meeting accreditation standards, 

Whereas, Classified Staff play a key role in the development and implementation of College professional development activities, 

Whereas, Classified Staff play a key role in the implementation and support of the College program review process, 

Therefore be it Resolved, that the Mission College Classified Senate asks that the Mission College Administration, Mission College Academic Senate, and the Associated Students of Mission College support the Classified Staff in the adoption of the following areas to facilitate participation in College and District Governance:

1. Curriculum systems integrations and implementation; 
2. Support related to degree and certificate awards; 
3. Infrastructure and support related to educational program development; 
4. Standards or policies regarding student services, support, and success; 
5. College governance structures, as related to classified roles; 
6. Classified roles and involvement in accreditation processes; 
7. Policies for classified professional development activities; 
8. Processes for program review and annual planning; 
9. Processes for institutional planning and budget development; 
10. Any other district and college policy, procedure, or related matters that will have a significant effect on Classified Staff.