1. **Call to Order**
   Meeting called to order by Russell Hamilton Sr. at 12:20 p.m.

2. **Approval of Agenda**
   Motion to approve the meeting agenda made by Beth Brokaw.
   Motion seconded by Jan Mastrangelo.
   Motion carried.

3. **Approval of the January 27, 2010 Minutes**
   Motion to approve the minutes with corrections as noted made by Nina Welch.
   Motion seconded by Catherine Ayad.
   Motion carried.

4. **Officers Reports**
   President – Russell Hamilton Sr: Attended several meetings to discuss issues that will be covered under old and new business.
   President Elect – Don Mineo: Had no report.
   Secretary – Gabrielle Ladingham: Had no report.
   Treasurer - Mark Kruhmin: Had no report.
   At Large - Nina Welch: Had no report.
   At Large – Catherine Ayad: Had no report.

5. **Committee Reports**
   Academic Senate – Marlene Sais: Academic Senate members requested that a letter be drafted to the Board of Trustees for the purpose of withdrawing their support of ATEP. It was agreed that graduation would be held indoors again this year. Discussion also held over issues regarding flex time.
   Accreditation
   Standard 1 – Nina Welch: Had no report.
   Standard 2 – No member present.
   Standard 3 – Cathy Beres: Had no report.
   Standard 4 – Russell Hamilton Sr: Committee had some comments to address on their current report. They will be meeting again shortly.
   Equipment – Mark Kruhmin: The equipment request process was completed and $400,000 was disbursed. Information was sent on to Consultation Council.
   Consultation Council – Russell Hamilton Sr: Council approved the equipment request funding.
   Events Coordinator – Cathy Beres: Classified Staff Development day will be held on March 17, 2010 at Lake Mission Viejo pending approval. Emails will follow shortly with that announcement.
   Marketing – Nina Welch: A film competition for Saddleback students will be held promoting the college.
   Staff Development – Mark Kruhmin: reported that the Linda.com is due for renewal at the same price of $3,000.
**Motion to approve the Linda.com Subscription**
Motion to approve the Linda.com Subscription was made by Beth Brokaw
Seconded by Eric Hilden
Motion carried.

Staff Development (continued) – Mark Kruhmin reported that there are still issues with the district over what can be reimbursed through staff development funds. The committee received a request for an employee to attend a seminar; district may deny the request due to the fact that the amount was for “tuition” rather than “registration”.

**Motion to approve the seminar**
Motion to approve the seminar was made by Don Mineo
Seconded by Jan Mastrangelo
Motion carried.

Student Information System (SIS) Russell Hamilton reported that they have completed their goals for the year and the district is beginning to implement them.

6. **Strategic Planning Groups**
Educational Development, Jan Mastrangelo reported that the committee is trying to come up with a base line to obtain some measurable goals.

Student Affairs – Marlene Sais and Don Mineo reported that Lisa Telson seems to have set goals for the committee based on her own pet projects. The group discussed the goals but the overall meeting was not very productive due to the dissension among the group.

Operational Support and Resources – Lori Parra had no report.
College Advancement – Nina Welch reported that they reviewed their goals and came up with some strategies.

7. **Old Business**
Hiring Procedure – Russell Hamilton reported that the senate reviewed the approved Classified Hiring Prioritization process. Because of our work on this process, mid management is seeking to become a group with their own representation. Discussion was held about the process of prioritizing replacement employees.

**Motion to add language requiring posting of replacement positions in 30 days**
Motion to add language requiring posting of replacement positions in 30 days was made by Don Mineo
Motion seconded by Lisa Austin
Motion carried

8. **Adjournment**
Meeting was adjourned by Russell Hamilton Sr. at 1:33 p.m.

**Senate Members Present:**
Russell Hamilton Sr, President  Cathy Beres
Don Mineo, President Elect  Beth Brokaw
Mark Kruhmin, Treasurer  Alan Cherry
Gabrielle Landingham, Secretary  Laura Toscano
Jan Mastrangelo, Webmaster  Linda Wood
Catherine Ayad, At Large  Eric Hilden
Nina Welch, At Large
Lisa Austin
Santos Garcia
Marlene Sais
Lori Parra