Call to Order
The meeting was called to order by President Elect Mike Sauter at 12:19 PM.

Approval of Agenda
A motion to approve the agenda was made by Russ Hamilton.
The motion was seconded by Dennis Stachelski.
Motion carried.

Approval of Minutes
A motion to approve the minutes of October 12th was made by Russ Hamilton.
The motion was seconded by Jan Mastrangelo.
Motion carried.

Officers Reports
President – Don Mineo was absent.
President Elect – Mike Sauter had no report.
Past President – Russ Hamilton had no report.
Treasurer – Brad McReynolds had no report.
Secretary – Alan Cherry had no report.
At Large – Jan Mastrangelo, on behalf of Lori Parra, stated that a get well card should be sent to Barbara Sendalba.
At Large – Dennis Stachelski had no report.

Action Items
Board of Trustees Forum – Mike Sauter reminded everyone that the Board of Trustees and Chancellor will hold a campus forum on November 2nd in the Board Room from 3:00-4:00 PM.
Staff Development – No staff development approvals needed. Mike Sauter encouraged all Senate members to discuss the availability of staff development funds at their department meetings.

Old Business
Classified Staff Development Day – Mike Sauter reported that approximately 14 employees are on the Staff Development Day Committee. The initial meeting involved discussions on themes and locations.
Civility Taskforce – Mike Sauter reported that discussion was held on whether to keep the ethics statements for the various governance groups separate, or to combine them into a district-wide statement.
   A motion to leave ethics statements separate was made by Russ Hamilton.
   The motion was seconded by Jan Mastrangelo.
   Motion carried.
A suggestion was made by Eric Hilden to examine a base code of ethics that might be used as a means of standardizing the statements.
The Bully Policy was also examined by the taskforce with an example presented from another institute. Craig Connor will examine some other bully policies for further evaluation.
ACCJC Visit – Mike Sauter reminded everyone of the upcoming ACCJC visit on campus November 3rd. The report is also available on line.
Veterans Baskets – Tracy McConnell reported that the baskets have been placed at the various divisions. She asked that staff members be encouraged to donate. Baskets will be picked up on November 10th.
Cookie Trays – Mike Sauter inquired if the cookie trays for the Marines would be done this year. It was decided by group consent that the Veteran’s baskets would be the only project tackled.
Heifer Project – Mike Sauter referenced a link for the Heifer Project. No action was taken due to a lack of information.

Toys for Tots – Mike Sauter discussed an agenda item asking for participation in Toys for Tots. It was pointed out that programs already existed on campus for our EOPS students.

A motion to not participate in the Toys for Tots campaign was made by Jan Mastrangelo.

The motion was seconded by Russ Hamilton.

Motion carried.

Program Review – Mike Sauter stated that the suggestion of a Classified Senate program review was positively received at Consultation Council. Further discussion will be needed as it was pointed out that faculty receives stipends for writing program reviews, as well as issues regarding if program reviews are tied into any type of funding.

Student Success Taskforce – A status report was handed out.

New Business

PBSC Annual Planning Prioritization & Resource Allocation Process – Mike Sauter reviewed the draft of this document. A statement was made that requested technology would probably be outdated by the time the entire process was completed. There were also concerns about lumping requests for new employees in the same mix as requests for new equipment. Any further comments should be submitted to Mike prior to the next PBSC meeting.

Full Time Faculty Requests – Requested replacements will be hired. There was no data available as to the new positions.

ATEP Mission & Vision Statement – Mission and Vision Statements were submitted by both colleges. A final draft will be culled from each statement.

BOT Actions – Mark Kruhmin stated that most of the classified employee actions were pulled from the board meeting agenda due to some concerns expressed by board members.

District Road Show – Mike Sauter, speaking for Don Mineo, thanked everyone for their recent input.

Student Services Taskforce – Mike Sauter reported that a town hall meeting will be held in the Board Room on November 8th.

Great Shake-out – Mike Sauter asked that any input regarding the recent earthquake drill be submitted to him before the next Consultation Council meeting.

Classified Senate Top 5 Barriers – Discussion was held on the barriers to collaboration and cooperation across the district as addressed in the Accreditation report. Input should be forwarded to Mike Sauter.

A motion to extend the meeting an additional 10 minutes was made by Russ Hamilton.

The motion was seconded by Linda Davies.

Motion carried.

IVC Service Area Report – The recent IVC report will be emailed out for review.

Committee Reports

Academic Senate – Marlene Sais reported that 75% of the academic senators are new this year. Discussions were held on a taskforce for Student Services and the Great Shakeout was reviewed.

CSEA – Jan Mastrangelo stated that CSEA has no current representative to the Academic Calendar.

From the Floor

Mike Sauter proposed the establishment of a scholarship fund. Discussion revealed that a fund would have to be paid from the Senate Foundation account, which would have to be self-funded by raffles or similar fund raisers. No action was taken.

Adjournment

The meeting was adjourned by Mike Sauter at 1:40 PM.
**Senate Members Present:**

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<td>Mike Sauter, President Elect</td>
<td>Marlene Sais</td>
<td>Eric Hilden</td>
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<td>Russ Hamilton, Past President</td>
<td>Mark Kruhmin</td>
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<td>Brad McReynolds, Treasurer</td>
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<td>Alan Cherry, Secretary</td>
<td>Jan Mastrangelo</td>
<td>Thomas Mackenzie</td>
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<td>Dennis Stachelski, At Large</td>
<td>Tracy McConnell</td>
<td>Lisa Austin</td>
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<td>Catherine Ayad</td>
<td>Grisel Heredia</td>
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<td>Rosann Rios</td>
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<td>Valerie Senior</td>
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