1. **Call to Order**  
The meeting was called to order by President Elect Don Mineo at 12:18 PM.

2. **Approval of Agenda**  
   A motion to approve the agenda was made by Mark Sierakowski.  
The motion was seconded by Nina Welch.  
Motion carried.

3. **Approval of the Minutes of September 8, 2010**  
   A motion to approve the minutes was made by Catherine Beres.  
The motion was seconded by Erin Long.  
Motion carried.

4. **Old Business**  
   **Classified Employee Handbook** – Alan Cherry reported that Gabrielle Landingham is seeking some assistance on the creation of the handbook.  
   **Committee Assignment Review** – Don Mineo reviewed current Senate assignments to the various committees. A suggestion was made to also provide the names of the CSEA representatives to the committees for clarification.  
   **Events** – Mark Kruhmin reported that the Foundation account has a balance of $752 which wouldn’t be enough to fund the proposed gift baskets for our enrolled Veterans. As a result, Catherine Beres and Tracy McConnell will seek donations from campus faculty and staff to fulfill the project.  
      A motion to approve $120 from the foundation account for reimbursement of basket purchases was made by Erin Long.  
      The motion was seconded by Nina Welch.  
      Motion carried.

5. **New Business**  
   **ATEP** – Don Mineo and Mark Sierakowski provided an overview of the proposed ATEP personnel changes and relocations that the Board of Trustees would be reviewing at the next Board meeting.  
   **Campus Climate Survey** – Don Mineo proposed the development of a survey to address issues regarding the general campus climate. The consensus of the Senate was to table it for future discussion.

6. **Officers Reports**  
   **President Elect** - Don Mineo had no report.  
   **Past President** – Mark Sierakowski had no report.  
   **Secretary** – Alan Cherry had no report.  
   **Treasurer** – Mark Kruhmin requested staff development funds for an employee to attend two training sessions related to improving job skills, along with a request from two employees at the Child Development Center to attend a conference.  
      A motion to approve the funds was made by Nina Welch.  
      The motion was seconded by Lisa Austin.  
      Motion carried.  
   **At Large** – Laura Toscano stated that she had cards from the Sun Ray committee for Senate members to sign.
7. **Strategic Planning Groups**
   
   Student Affairs – Don Mineo reported that some personal agendas seem to exist in regard to personnel and the need for more room.
   
   Operational Support & Resources – Mike Engels reported the group is working on some drafts

8. **Committee Reports**
   
   Academic Senate – Marlene Sais reported that the Academic Senate held discussions concerning the personnel changes at ATEP. They also moved to support AB1725 and plan to present it as a motion at the next Board of Trustees meeting.
   
   Board Policy & Administrative Regulations – Don Mineo stated that several policies will have to be reviewed.
   
   Equipment – Mark Kruhmin reported that the equipment requests have been received and are under review.
   
   Food & Beverage – Linda Davies reported that the committee should be meeting in mid October. The report of illness from food eaten at the cafeteria was limited to one occurrence, which was addressed. The ASG is currently maintaining their contract with New Beginnings.
   
   Marketing – Nina Welch reported that the committee is currently working with a company on the redesign of the school mascot.

9. **Adjournment**
   
   The meeting was adjourned by Don Mineo at 1:37 PM.

**Senate Members Present:**

- Don Mineo, President Elect
- Mark Sierakowski, Past Pres.
- Alan Cherry, Secretary
- Mark Kruhmin, Treasurer
- Laura Toscano, At Large
- Sandra Malagon
- Erin Long
- Lisa Austin
- Jan Mastrangelo

- Catherine Beres
- Luis Silva
- Marlene Sais
- Michael Engels
- Nina Welch
- Linda Davies
- Catherine Ayad
- Tracy McConnell