

MEETING OF CLASSIFIED SENATE

February 28, 1992

1. No operating or duplicating budget available for Classified Senate; At present, using Constance Carroll's budget for duplicating.
2. No Outstanding Employee Forms available as yet; will be sent as soon as available to employees. Forms have been revised to be more user friendly and should be available in both Human Resources and Division Offices.
3. Give attached letter to classified employees to try and revise the Labor Relations Board Law which states that classified employees hired for teaching Extended Day Classes getting hire than extended day teachers hiring wages due to overtime classification. Write to Senators and Assemblymen on attached list.
4. Constance: We have gone over ADA for spring, with no extra money forthcoming. \$600,000. will be saved by not offering Summer I Session. Gangs and problems with them on campus, equipment missing from offices, and classrooms (be sure to do Unusual Occurrence Reports if something is missing or stolen), need input on what purchases College needs to make improvements for campus.
5. Nadine volunteered to be on Bookstore Committee - meets this coming Monday, March 2nd at 3:30 in AGS Conference Room. Other members are: Vern Hodge, Marly, Dan Rivas, Mike Merrifield, Katie Slavin, Geoff
6. Nadine also volunteered to help establish Telephone Tree for Senate.
7. Staff Development Funds still available - must be submitted at appropriate quarter. Funds are still available. Call Harleen Barrett at State Chancellor's Office for continuation of funding.
8. What kind of newsletter do we want to have for Classified Senate? Monthly, bi-monthly, quarterly, semi-annually? No monies at current time, but Tina offered space in CSEA newsletter if needed. Penny said IVC has a bazaar every semester to raise printing monies.
9. Want to establish MENTOR PROGRAM for new employees so that they have someone to call with questions on job itself, school rules, etc.
10. May have Districtwide Classified Inservice Day on April 15 if approved by Board of Trustees. Hope to have Carol Harder as speaker for the day.
11. Asked about day and time for monthly meeting. Several others proposed but 4th Friday at 10:00 seems to be best time for most employees.

Meeting adjourned at 11:15am.