Meeting opened at 2:05pm by President Connie McClain. Connie then introduced the first guest presenter Matt Brady, President/Saddleback ASG. Matt explained the role students play in the shared governance process, their election procedures, how Senators and Commissioners are elected or appointed, their budget, and awarding of funds to various organizations on campus.

1. Four officers are elected: President, Vice President, Recording Secretary and Treasurer. Both Senators & Commissioners are appointed and an ASG Representative is a member of most campus committees.

2. Election process - signups for elective offices are held in February with a screening process completed before campaigning (6 campus units completed, 2.0 GPA, & current enrollment in 12 units, 18 years of age).
   Campaigning is done after Spring Break with elections following a few weeks later. Strict adherence to both campaigning & advertising requirements must be followed by all candidates.

3. Financial position - this year ASG has a budget of $580,000 - funds come from the bookstore, ASG cards, and the cafeteria. Approximately, $13-15,000 will go for various scholarships. Officers meet weekly at a Special Studies Class on Tuesdays from 12-1 where they learn procedures on the governing process and student government responsibilities. Another meeting is held on Thursdays to determine how various funds will be distributed.

GENERAL BUSINESS. Approval of 2/23 minutes. Mike Estes made a motion to approve minutes of the February meeting as written, seconded by Nancy Penny. Motion passed unanimously.

Connie reminded all staff to fill out & return appropriate paperwork to Mark Sierakowski for Classified Staff Development Day. As some staff had experienced problems getting time off, Connie read a memo she had written to Dr. Doffoney which explained both the importance & positive impact this day on all Classified Staff who have attended in the past.

Linda Woods stated that many schools in the area close down for certain days each semester as part of both staff development and for educational activities.

Delineation of responsibilities - handout given to Senators. Connie explained why each group was given specific areas of concern to cover. Main difference: CSEA covers concerns of ALL classified staff in areas of working conditions, salary and benefits. Classified Senates promote the interests of classified staff in areas of shared governance, promoting communication, develop individual leadership, develop skills & productivity activities & promote various interests of classified staff.
One question asked by many Senators was should Classified Staff Development Day be part of the contract?

**Classified Leadership Training Conference** - Connie urged all Senators to attend this conference in July if possible - handout was given to all Senators in attendance.

**Classified Senate Retreat** - choice of 4 dates given for retreat - April 20, 21, 27, or 28. Call Connie as to preferred date - AQMD Luncheon has been set for 4/27/94. Send agenda items to Connie asap.

**Dr. Ned Doffoney, President/Saddleback College** was then introduced. Dr. Doffoney spoke of the warm welcome both he and his family have received from all groups at the college during the past few weeks. Two points he wanted all Senators to consider for the near future changes at the college are: 1) Every staff member brings both a whole brain & a whole body to their job; it is a reasonable assumption that they also bring thoughts & ideas to this same job. 2) Be prepared to change or you will be left behind. There are many new technological changes which bring with them the ability to both communicate & articulate with each other; these new technologies are needed on our campus.

The campus needs to meet needs inherent to demographic changes in South Orange County, increase the ability to get from one place to another, look at employment and growth patterns, & at the possibility of adding still another campus.

Dr. Doffoney would like ideas from any classified staff, but to have them go through Classified Senate. He asked Senators to remember that "Once an idea is put on the table, it is subject to criticism." It will be heard but may or may not be acted upon. He then shared his extensive personal & educational background & asked all members present to do the same.

**Announcements** - Classified Senate now has its own phone extension of 4934 located in Library 301. Please direct all Classified Senate calls there from now on.

Terry Robinson, Academic Senate President, asked that copies of a Model Academic Administrator Evaluation Policy be distributed to all Senators. He asked to have the document read & to return to him any additional information or ideas for changes to this policy.

Kurt Hueg announced the Men's Sexual Harassment Seminar would be held on April 19.

Meeting adjourned at 4:20pm. Submitted by, 

Nadine Mendelson
Secretary