

**Classified Senate Meeting
AGB Conference Room
August 22, 2007 1:15pm**

1. Call to Order – Mary Williams 12:21pm

2. Approval of the Minutes of August 8th, 2007

Mark Kruhman moved to approve the minutes from August 8th.

Beth second

Passed Unanimously

3. Treasurer's Report

Mark received the budget from Carol Hilton, there is a beginning balance of \$35,000, ASG \$450, Senate \$2,000.

Mary: A possible expenditure could be a posting board for Classified Senate to post their agendas.

4. President's Report

A. Board Meeting

Mary: There is a board meeting next week.

Russ: Went to the last board meeting and there was nothing new to report.

B. Docket/Cabinet

Mary: Docket discussed security cameras.

C. PBC

Mary: Discussed mid term accreditation report. Draft will be submitted to the Board this month. Mary is the co-chair of the accreditation committee. PBC also discussed consolidating the strategy plans in to one master plan. Also discussed, classified hiring prioritization, PBC will prioritize hiring. \$200,000 was allocated to new hires as well as a one time allocation of \$250,000. Propose needed positions to your dean or supervisor by September 11. PBC will then come up with a master list of priorities. CSEA has received a large increase of requests to move part-time positions to full-time.

5. Officers Reports:

Russ: None

Erin: None

Mark: Staff Development forms need to get up online, project has been started but needs to be finished.

Mary for Don Mineo: Don has requested that meeting day be moved as he and others are unable to attend Classified Senate.

Mary: A week from form will be taken to senate.

Mark: Can staff development funds purchase extra shirts for grounds staff?

Gabrielle: Grounds staff have been given shirts.

Mary: 10 people need to be on the Staff Development Committee, one more is needed. The meetings are on Fridays at 10am. At the Classified Breakfast suggestions for the Staff Development Committee; Getty trip, diversity workshops. The minimum needed for the baseball trip is 30, but only a few have signed up.

6. Committee Updates

A. Staff Development

B. Planning Group Reps

Connie will move from Student Success to Institutional Effectiveness.
Daune motioned to approve Connie joining Institutional Effectiveness.

Second Beth
Passed unanimously

Jan will move from Enrollment Management to Student Success.

Gabrielle will ask her supervisor to join Enrollment Management.

Campus Environment: No meetings planned.

Student Success: First meeting September 1st.

Diane Smith will join Campus Beautification.
Daune motioned to approve Diane Smith joining Campus Beautification

Second Barbara
Passed unanimously

Bookstore: no meeting planned.

Connie and Erin will continue on Commencement Committee.

Equipment Committee: Meeting September 6th, \$300,000 granted from basic aid, but there are more requests than money available. Sara will join the Equipment Committee.

Daune motioned to approve Sara joining the Equipment Committee

Second Linda Bashor
Passed unanimously

Nina and Leslie will continue on Marketing Committee.

Technology Committee will be discussed at the next meeting.

D. Other Committee Reports

Academic Senate: Money was cut from officer contracts.

Accreditation: Randy resigned and Anna Maria Cobos stepped in.

Cafeteria: Nothing to report.

Safety: No meeting planned.

Curriculum: No meeting planned.

6. CSEA Liaison Report – Daune

Meeting at 12:30 at IVC 213, September meeting to be held at Saddleback in SSC 212, announcement will be sent out prior to meeting date. The survey is out, please fill it out and submit. Longevity seems to be the biggest issue so far. CA senate passed the budget.

7. Old Business

A. Classified Breakfast Planning

Takes place next Wednesday from 8-10am. Rich would like there to be very little content during the breakfast, but Mary would like a full agenda. Mark is planning to run the classified staff day videos during the breakfast. Cathy Constance and the ITC have donated 2 door prizes for the breakfast. Melissa is in charge of the tickets for the door prizes. Prizes available are one \$25 gift certificate and one fishing trip.

Daune motioned to award both prizes at the end of the breakfast. All must be present to win with the exception of A&R who are able to leave their tickets with Melissa and still be eligible.

Beth Second
Passed unanimously

8. New Business

A. By-laws Revision

Linda requested that the bylaws be submitted to the committee electronically before voting.

Mary will send out bylaws by next week for committee review. Suggestions needed by next week via email.

B. Accreditation

Anna Maria went through the report and made many corrections, the report became 5-6 pages long. Anna Maria will give her version to Academic Senate.

C. Security Cameras

Each shared governance group will discuss where the cameras will go. The cameras suggested will be “smart” cameras; they will know the difference between everyday activity and suspicious activity. The cameras are not monitored

and can only aid in catching people after the event has taken place. Harry has said that the cameras can be moved as needed.

Mary suggested to have the cameras placed anywhere money is being exchanged
Computer Labs
Chemical Labs
Fine Arts ticket office
Game Room ticket office

9. New Business

A. 4Cs

Mary: Request from Russ to receive funding for traveling to 4C meetings, 4 meetings 2 in the south and 2 in the north. Funds requested not to exceed \$3000 during the course of the year.

Jan motioned to grant \$3000 for travel expenses for Russ to attend 4C's meetings.

Second Linda
Passed unanimously.

10. Next Meeting – September 12, 2007, 12:15, AGB Conference Room

11. Adjourned -- 1:35 p.m.

Present:

Mary Williams- President
Russell Hamilton- President Elect
Mark Kruhmin- Treasurer
Connie McClain
Erin Maremont
Nina Welch
Valeree Martin
John Richards
Gabrielle Landingham
Diane Smith
Barbara Sendaba
Beth Brokaw
Daune Main
Lisa Austin
Jan Mastrangelo
Linda Bashor
Alan Cherry