



1968 - 1993

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Parkway  
Mission Viejo  
California 92692  
714/582-4500

# CLASSIFIED SENATE

## General Meeting Minutes

2:00 PM • August 26, 1992 • BGS Conference Room

1. Mike Estes, President, opened the meeting with a welcome
2. Meeting times and location were established for General and Executive Meetings. General Classified Senate Meetings for all Classified Senators will be on the 4th Wednesday of each month at 2:00 PM in BGS 203. December 16, 1992 will be the meeting date to replace the 4th Wednesday in December. Executive Council Meetings will be on the 2nd Wednesday of each month at 2:00 PM in BGS 203.
3. The latest campus news on sexual harassment was discussed. Senators were advised to call JoAnn Alford should any incidents crop up or if employees need advice on their rights. Guidelines have been requested per latest President's Council Meeting.
4. Departments that need Senators for this year will be voting for replacements. The Senate is in need of a replacement for the Treasurer Office vacated by Dee Barnaby. The newly elected officers were introduced:
 

President	Mike Estes	4780
Vice-President	Connie McClain	4773
Secretary	Christina M. Ortiz	4510
Treasurer	Linda Wood	4646 (temporary assignment until Treasurer is elected)
Member-at-Large	Mark Sierakowski	4957
Member-at-Large	Yvonne Price	4720
5. Volunteers were requested for various District and College Committees requiring Classified Senate members. Sign-up sheets were circulated during the meeting. Names and committees will be consolidated by Christina Ortiz and forwarded to Mike Estes for edits and approval. Revised sign-up sheets will be circulated at next General Meeting.
6. The entire body of Classified Senators will be attending a one-day retreat in Dana Point within the next month or so. Locations are being researched by Kenn Shapley and Joy Kahrs. Members are asked to call 4800 and leave their preferred date on the answering machine.(9-30-92, 10-7-92 or 10-8-92)
7. Staff Development was covered by Connie McClain with a question-and-answer period included. Connie clarified application procedures, follow-up evaluation, costs and receipts. Staff Development Guideline concerning "one person from each operating unit per event" will be revised to allow more than one unit member to attend an event. Applications are to be obtained from Linda Wood. Possible topics/speakers for the year were discussed ... sexual harassment, PERS workshop, computer classes, as well as special speakers for departments not covered by the usual staff development programs. Suggestions are encouraged.
8. Reports - None
9. New Business - Senators were asked if the Classified Senate should buy a table at the upcoming Education Celebration Gala scheduled for September 26, 1992. Senators are to leave their vote on this item on answering machine - 4800.

### SADDLEBACK COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES:

John C. Connolly, Shirley Gellathy, Joan J. Hueter, Marcia Milchiker, Robert L. Moore, Iris Swanson, Harriett S. Walther, Dr. Richard Sneed, Chancellor  
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