

Saddleback College Classified Senate  
Minutes  
November 14, 2007

1. Call to Order - Mary Williams at 12:25pm
2. Approval of the Minutes of the October 24, 2007, Meeting
  - Motion to approve minutes: Mark K
  - Second: Mark S
  - Passed Unanimously
3. Officers Reports
  - PE** - Russ: Not Present
  - Treasurer** - Mark: No report
  - Secretary** - Erin: No report
  - ALR 1** - Beth: Not Present
  - ALR 2** - Diane: No Report
  - Webmaster** - Don: Needs input on webpage
  - Events Coordinator** - Linda Wood: The brown bag lunch went very well 115 sandwiches were ordered, people are obviously interested in the seminars. Mark: Please do not RSVP and no show to events because money and food was wasted.
  - CSEA Liaison**- Daune: 1pm CSEA will meet tomorrow. Proposing reopener for the contract. They are still taking names for the E-Board. Tell Daune or Lisa Austin if you would like to join. Chapter meetings will now have a 50/50 cash drawing to support the Dorothy Bjork fund.
6. Committee Updates:
  - A. **Staff Development**: Mark: Please do not RSVP and no show to events because money and food was wasted. Staff Development will discuss taking deposit checks for RSVP, if you show you get your check back, and if not your check will be deposited. Mary: Unhappy Happy Hour will be November 30, 3:00-5pm in SSC 212. Each student services department has been allocated \$150.00 for the event.
  - B. Planning Group Reps
    - Enrollment Management** - No report
    - Institutional Effectiveness** - Linda B., Connie : Morgan Barrows will take over as chair. Kathleen Winston and Diane Pestolesi joined the committee. A prioritized list of classified positions referred to the committee needs to be in to President McCullough on March 28.

**Campus Environment** - Russ, Leslie: Meeting Monday.

**Student Success** - Don Mineo, Jan: No meeting was held due to the fires. Basic skills initiative is being discussed. Jim Wright and Kevin O'Conner are the co-chairs of the committee, and will decide how to spend the basic skills funding. Student Success will find money elsewhere.

C. Other Committee Reports

**Academic Calendar** - Mary: Meeting was November 5<sup>th</sup>, there is now an official calendar for 2009-2010. IVC will continue to look at having a different calendar than Saddleback.

**Academic Senate** - Marlene: Board of Trustees yearly evaluation is to be held at a hotel on La Paz. Academic Senate does not like that they are holding secret meetings and will be approaching this issue. Basic aid will be given money until it is up and running. Substitute practices are being questioned and the academic senate wants a more regulated process. The Academic Senate Staff Development is almost out of money.

**Alumni Steering** - No Report

**Access** - Marlene: Loma will hold a meeting when she can get a hold of John.

**Bookstore** - October 9 was the last meeting, there is a vending machine in the village that vends school supplies. Mike would like to talk to the committee about having a vending machine on upper campus as well.

**Cafeteria** - Linda D.: Meeting next Wednesday.

**Campus Beautification** - Diane Smith: Does anyone have any ideas on how to spend the money? Erin: Football light poles being repainted and restored. Donnie: Maps. Gabie: planting around the campus. Diane: Steps have been discussed about making this campus non smoking.

**Disaster Prep** - Meeting at 1pm tomorrow. Marlene will see if there are any other classified members on the committee.

**Curriculum** - Linda B., Daune: Curricunet will be running by the beginning of next year.

**Equipment** - Mark: Meeting December 1, will discuss funding non-instructional equipment.

**Foundation** - grants have been posted.

**Marketing** - Nina, Leslie: Today at 1:30pm

**Technology** - No Report

**Safety** - No Report

**SIS** - Linda: The committee is talking about having one person be the curriculum person for the college, who will work closely with District IT to learn all of the software, and help the rest of the college.

**Website** - Met last Thursday; will be going over standard operating procedures.

**Family Night** - Will be held November 28.

7. **President's Report**
  - A. **PBC** - The committee took a tour of BGS, and faculty hiring was discussed.
  - B. **Board Meeting** - All 45 faculty positions will be posted soon.
  - C. **Accreditation** - Visit to be on November 29.
  - C. **50% Rule** - Postpone.
9. **Next Meeting** - November 28th
10. **Adjournment** - The meeting was adjourned at 1:30m.

Members Present:

Mary Williams - President  
Mark Sierakowski - Past President  
Mark Kruhmin - Treasurer  
Diane Smith - Senator at Large  
Don Mineo - Webmaster  
Daune Main - CSEA Liason  
Linda Wood - Events Coordinator  
Erin Maremont - Secretary  
Leslie Humphrey  
Laura Toscano  
Joe Liu  
Linda Davies  
Lori Parra  
Marlene Sais  
Michael Engels  
Valerie Martin  
Gabrielle Landingham  
Alan Cherry  
Krista Fisher