



CLASSIFIED SENATE MEETING MINUTES

Wednesday, August 8, 2018
10:00 a.m. – 11:00 a.m.
Room: G1

Attendees: Denise Albright, Richshell Allen, Maria Bustamante, Richard Caldwell, Tony Casillas, Miranda Castaneda, David Colley, Yajaira De La Paz, Candelario Diaz, Audrey Joseph, Felisia Mitchell, Fernando Serrano

Guest: Sarah Martinez

Absent: Eamon Conklin, John Gonzales, Jessica Farfan Oseguera, Nicolas Valsamides, Katina Williams

1) Call to Order: 10:11 a.m.

2) Approval of 07/18/18 & 7/27/2018 minutes:

Motion to approve both minutes Audrey Joseph; second David Colley; motion carries with changes (below), all in favor; no opposed; no abstentions.

- **Discussion:** It was requested that the minutes state "Audrey distributed handouts", remove "(Attachment 1)" from July 18th, on the July 18th minutes change David Smiths to David Smith's, on July 27th add "Approve Hiring Committee Appointments", and correct adjournment time on July 27th to 3:23 p.m.

3) Old Business:

- a. **Committee appointments**
 - Audrey - none
- b. **Professional Development Sub Committee**
 - Felisia shared that Diana Cherry gave a presentation in regards to moods to describe the type of person you are. Will share presentation with Denise.
- c. **Classified Senate website**
 - Miranda – nothing new
- d. **Newsletter**
 - Miranda shared draft of newsletter for fall which will be going out in September.
 - Denise requested to add a recipe in newsletter and add mission statement.
 - David suggested a Halloween Save the Date for the last page.
 - Yajaira suggested to add a calendar of all the fall events to the last page.

4) New Business with Possible Action:

- **EEO Training Information (Diaz Request):**
 - No new information

- **Mission Statement:** Denise distributed mission statement handout
 - Denise requested to add mission statement to newsletter. Also shared that Terry Powell found handbook from 2000 and would like for everyone to revise it for any changes/corrections to share at our next meeting.
- **PD for Flex Day (Felisia):** Felisia shared her report in old business
 - Denise suggested that the senate should invite Jason to one of our meetings.
- **Website:** Miranda – Nothing new
- **Fundraising:** Richshell has been moving forward with Banner and has been drafting ideas for fundraising.
 - Would like to be involved in Giving Tuesday in November, or a silent auction with art work and invite the whole college to participate.
 - Denise suggested to send out a notification to everyone on campus to anyone who would like to donate their talent (i.e. art work, music, etc)
 - David suggested a fundraiser that could be both money and goods to fortify the pantry during the holiday season.
 - Richshell suggested to bring a person from the pantry and document as they go to stores picking up item kind of like a PSA.

5) Officer's Report:

- **President:**
 - Getting mission statement on newsletter
 - Agenda item for next time will be going over 2000 handbook revisions
 - August 22nd meeting will be cancelled, next meeting will be September 5th
- **Vice President:**
 - No report
- **Treasure**
 - Is in the process of learning banner
- **Board of Trustee:**
 - Last board meeting was discussing Presidential search which has already begun. All the information regarding that is on the website.

6) Audience Participations/Announcement:

- Audrey asked if we could change the voicemail on the senate phone. Denise mentioned she contacted Jeff to reset voicemail and will follow up with him.
- Audrey asked if she could ask Robert Pena to come in to senate office and give it an accent wall. Carpets need to be cleaned, and chairs need to be replaced.
- Yajaira said she reached out to Kris McPeak and said that there are currently 9 staff who are donating to classified senate to be used towards scholarships.
- Richard asked where funds for recycling go. Yajaira mentioned she would ask Rebecca Cobb.

- Yajaira updated everyone that Safe Zones Coalition is stepping back and Dr. Michaela Mares will be over seeing center and will continue with programing for undocumented students. The coalition will continue to serve but more so a as an advisory committee.

Adjourn: 11:10 a.m.

All in favor; no opposed; no abstentions.