



**CLASSIFIED SENATE
MEETING MINUTES**

Wednesday, October 3, 2018
10:00 a.m. – 11:30 a.m.
Room: C-217

Attendees: Denise Albright, Richshell Allen, Maria Bustamante, Richard Caldwell, Tony Casillas, Miranda Castaneda, David Colley, Candelario Diaz, Jessica Farfan, Audrey Joseph, Fernando Serrano, Eamon Conklin

Guest: Crystal Kollross, Sarah Martinez, Ernesto Partida

Absent: Yajaira De La Paz, Nicolas Valsamides, John Gonzales, Felisia Mitchell, Katina Williams

1) Call to Order: 10:06 a.m.

2) Approval of Senate Minutes 09/19/2018:

Motion to approve minutes Audrey Joseph; second Miranda Castaneda; all in favor; no opposed; no abstentions.

3) Special Guests: Shelagh Rose, Academic Senate – Not Present

4) Old Business, Discussion, Possible Action:

a. Fall General Meeting:

- Committee met on 10/2/2018
- Miranda created Save the Date, Flyer, and Eventbrite
 - i. Flyers will be sent out electronically
- Discussed food for the meeting
 - i. Trying to see if we can have I-8 to cater a s'mores bar and salad for \$250
 - ii. We will be getting pizza from Costco
 - 1. Audrey will be reaching out to Tanisha Bailey to see if we can do that without getting an off-site vendor request
 - iii. Will be getting waters and candy from Costco
- Photobooth has been reserved for \$350
- We are hoping to keep everything under \$900
- Maria was able to get a basket from Financial Aid and EOP&S to auction off
- Ernesto Partida will be donating all linens to us so we do not have to go through I-8
- Richshell will be getting art donated for the silent auction
 - i. Kristy Long from screen printing will be donating two pieces of art
 - ii. Ceramics will be donating two pieces of art
 - iii. Mahara Sinclair from the Art Gallery will be donating a piece
- Pat Krause will also be touching base with Paul Valdez for a photograph
- We could possibly have 8 pieces of art donated for the silent auction

- Denise – would like to know if anyone in the senate would like to be a judge or if we should have Dr. Vurdien, a manager, or a Dean be a judge.
- Miranda will be asking Cheryl if we had a scorecard for last year's costume contest so we can incorporate into this year's contest
- MC – a few of us wanted to ask Robert Lee but Audrey wanted to ask if anyone on the senate would like to be the MC
 - i. Senate asked Tony Casillas if he wanted to be MC – he mentioned that he would like to think about it and get back to us.
- Candy – Audrey asked if each senator could donate a bag of candy
 - i. Everyone present at the meeting said they would donate a bag
- Gift Cards
 - i. We currently have \$5, \$10, and \$25

b. Fundraising:

- Denise brought over samples of the types of cook books
 - i. For 100 soft cover cook books we would purchase them at \$4.40, sell the cook books at \$9, and make \$4.60 profit
 - ii. We can make a decision about the cook books at our next meeting
- Yajaira and Richshell were not able to touch base about Porto's cookies
- Richshell has been working on pin on idea and is still in process on how we will unveil it at the Halloween Fall General Meeting
- Richshell is working on creating relationships with restaurants around campus so we can have a fundraiser with them and a certain percentage of sales will go towards us.

Motion to suspend agenda David Colley; Audrey Joseph second; all in favor; no opposed; no abstentions

c. Newsletter:

- Miranda made edits from the previous draft
- Everyone will be sending Miranda edits by Friday, October 5, 2018
- Newsletter will be sent out next week (week of October 8th)
- Will be sent via email and discussion for printing newsletter will be had at next meeting

d. Academic Senate Meeting

- Denise would like everyone to have an opportunity to attend at least one Academic Senate meeting
- Meetings are every second and fourth Monday of the month from 3:00pm to 5:00pm
- Sign-up sheet for meetings will be sent via email by Audrey

e. Polos

- Sarah will be ordering shirts instead of polos and they will be black
- Everyone has agreed on having the same logo as previous shirts

5) New Business, Discussion, Possible Action:

a. Crystal Kollross – Revised Mission Statement

- Why are we revising statement?
 - i. We have a board bylaw that says we will review our board policies periodically
 - ii. We have not reviewed it since 2010
 - iii. Mission Statement is a stand-alone board policy

- iv. Accreditation reasons
- We want to have mission statement reflect what the college's purpose is
- Revision started in spring 2017 – spring 2018 with an ad hoc task group
 - i. Task group is – a subgroup of college counsel and is comprised of leader from various constituent groups.
- Questions were developed by ad hoc task group and Crystal administered them on
 - i. Campus Climate Survey in Spring 2017
 - ii. Town Hall Meetings in Fall 2017 (Rosemead, Foothill, and two on Colorado)
 - iii. President Advisory Meetings
 - iv. Associated Students
 - v. Summer 2018 Executive Committee reviewed the version we are about to see
 - vi. Fall 2018 College Counsel had the first read
- Revised Mission Statement is short and to the point
- If Mission Statements gets approved by the board it will be what drives all of our planning processes
- Mission Statement is measurable
 - i. We can measure looking at closing equity gap, degree of certificate programs, campus engagement through students, and customized student support.
- Hoping to take Mission Statement to December Board Meeting
- Denise- we will be adding Mission Statement to agenda on October 17th and it will be voted on

Motion to resume agenda Audrey Joseph; Richshell Allen Seconds; all in favor; no opposed; no abstentions

b. Hiring Committee Appointments:

Motion to approve hiring committee appointments Miranda Castaneda; Second Maria Bustamante; 11 in favor; Richard Caldwell and Candelario Diaz opposed; no abstentions

Discussion:

Richard wanted to know why there are other faculty members who are on these hiring committee. Audrey mentioned that those individuals were appointed by classified senate. Audrey will be printing flyers and putting them into all faculty member's mailboxes so they are aware of the hiring committees.

Moving forward we Audrey will be listing everyone on hiring committees and shared governance committees who have been appointed by managers and classified senate.

c. Shared Governance Committee Appointments:

- a. Audrey will be printing flyers and putting them into all faculty member's mailboxes so they are aware of the hiring committees as well as shared governance committees

d. Food Pantry:

- a. On our evite for Halloween Fall General Meeting we are asking everyone to support the food pantry by bringing in a nonperishable food item

e. 4CS – Mt. Sac

- a. Payments will be coming out of Professional Development funding

f. CLI- Tahoe:

- a. Payments will be coming out of Professional Development Funding
- b. Depending on how much funding we get from professional development we may also be opening up CLI to have other classified staff attend

6) Special Reports:

- a. **President's Report: None**
- b. **Vice President's Report: None**
- c. **Treasure's Report: None**
- d. **Board of Trustees Report: None**

7) Audience Participation and Announcements:

a. Ernesto Partida:

- Serves on ALE board as Classified Representative and wanted to share information about Latinx Heritage Month
- There will be a several events throughout the month
- Will be attending more Classified Senate meetings to report back what has been going on in ALE

b. Jessica Farfan Oseguera:

- Child Development Center is having a fundraiser at the flea market this coming Sunday 10/7/2018

Adjourn: 11:15am

Motion to adjourn Audrey Joseph; Second Miranda Castaneda; all in favor; no opposed; no abstentions.