



CLASSIFIED SENATE MEETING MINUTES

Wednesday, November 15, 2017

10:00 a.m. – 11:30 a.m.

Room: C-217

Attendees:

Denise Albright, Richard Caldwell, Graciela Caringella, Tony Casillas, David Colley, Yajaira De La Paz, Candelario Diaz, Melanie Fields, Audrey Joseph, Mark Mintz, Nicholas Valsamides, Carmita Veliz

Guest: Carol Calandra, Elaine Cartas, Lenora Rogacs, Shelagh Rose, Jeannie Sullivan

Absent: Miranda Castaneda, David Colley, Dorion Hilliard, Felisia Mitchell, Juan Ramirez, Cheryl Storms, Katina Williams

A. Meeting Called to Order: 10:08 a.m.

B. Approval of November 1, 2017 minutes:

Approval was not made as 11/1/17 minutes were not provided. Our secretary was attending CCLC conference. Minutes tabled to 11/15/17 meeting.

C. Constituency Reports & Special Guest:

Shelagh provided an update on the activities by Academic Senate. The Student Success Plan has been approved by the Academic Senate. The Academic Senate selected two days for Flex Day, one in the Fall and another in mid-Spring. A special meeting was held to examine and endure models for department Chairs. This would be to distribute duties more evenly.

Elaine Cartas: Provided an overview of Giving Tuesday and encouraged senators to attend. Graciela and Nicholas confirmed participation at the event by hosting a Giving Tuesday gram booth.

D. Old Business:

1. **Accreditation Midterm Report: Lynora Rogacs provided a follow up brief overview of the midterm report.** Graciela and Jeannie Sullivan made the recommendation to approve the document indicating the document has been thoroughly reviewed by the Accreditation Committee which is comprised of Classified representation. Denise motioned to approve, Audrey second. All in favor, motioned carried. Classified Senate approved the Accreditation Midterm Report.
2. **AP4011 Flexible Calendar Program:** Graciela provided a final draft of the recommendations on the language of the AP as it pertains to classified staff. She read and reviewed the AP and encouraged senators to provide feedback and suggestions by our next meeting for consideration of vote.

3. **Fall General Meeting:** Graciela provided an overview of the event and its attendees. She indicated it was a great outcome. Cheryl and her delegation worked diligently to facilitate the event. There was great discussion as to senate, its business operations and process.
4. **Million Meals:** Cheryl provided an updated indicating meals were received and donated.
5. **Nominations: Interim Parliamentarian:** Graciela asked there were any further open nominations for Interim Parliamentarian. As there were not, Graciela recommended Denise Albright as she was the only senator interested and nominated at the previous 11/1/17 senate meeting. Grace motioned, Yajaira second, all in favor, motion carried. Denise Albright appointed as the Interim Parliamentarian until Dave Colley returns from his leave of absence.
6. **BP3000 Shared Governance:** Discussion was made for the second reading. Graciela indicated this is an existing BP and there were minor changes made to it. Mark motioned, Denise second, all in favor, motioned carried.
7. **BP/AP 5040 Student Records, Directory Information & Privacy:** Susan Bricker present and provided a thorough presentation as to the details of BP/AP 5040. Senators asked questions and discerned the purpose of this BP/AP. Nick motioned, Diaz second, all in favor, motion carried.
8. **AP 5045 Student Records Challenging Content and Access:** Susan Bricker also stayed to provide further details on this AP. Nick motioned, Diaz second, all in favor, motion carried.
9. **Committee Appointments:** None at this time
10. **Standing Committee Reports:**
 - a. **None at this time.**

E: New Business:

1. **Classified Senate Equity Goals:** Due to time restrictions, Shelagh Rose provided a brief presentation of the 2017-19 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program.
2. **Workshop Series #2 – “Professional Development”:** Educational workshop will be held on Thursday, December 7, 2017 facilitated by Graciela and Denise. All are encouraged to register and provide support.

F: Officer’s Report:

President: Attended P & P meeting; Attended Mission Statement Review session; Attended Student Success Standing Committee meeting and learned more about the college adoption of the Early Alert System and how it works;

Attended accreditation meeting on midterm report; Discussion on an SLO committee. Officers met with Vurdien: Flex calendar, and release time for standing committees should not take place during the lunch hour. Graciela will draft a memo for Vurdien and he will address it.

Vice President: Absent; no report.

Treasure: Disseminated balances.

Board of Trustee: No report.

G: Audience Participations/Announcement:

Yajaira shared that a Classified member expressed appreciation to the Senate for separating the Halloween Event from the Fall General Meeting. This approach fostered a more equitable lens resulting in fostering a more inclusive environment and greater participation.

H: Adjourn: 11:41 a.m.

Mark moved to adjourn the meeting, second by Grace, motion carried.

grc & aj 12/5/17