



Classified Senate Minutes

Room 733

November 9, 2006

In Attendance: Monica Hagmaier, Denise Cork, Marisela Delgadillo, Lisa Gomber, Chuck Helms, Anita Ward, Regina Daxon, Olivia Wolfe, Pattie Foster, Summer Day, Pat Sanchez, Laurie Triefenbach, Carolyn Whelchel, Rachel Chavez, Catherine Parks,

Absent: Lora Gauthreaux

Guests: Chrystal Van Beynen

READING AND APPROVAL OF MINUTES

Monica Hagmaier called the meeting to order at 10:02 a.m. and asked for approval of the minutes for the October 12, 2006 meeting. **Motion:** Olivia Wolfe moved to approve the minutes, Regina Daxon seconded. **(Approved)**

EXECUTIVE REPORTS AND COMMUNICATION:

President's Announcements:

- **PAC Update:**

Supplies & Materials Budget Report

- Travel budget is \$1,800.00. Budget Report submitted by Pat, see attached. \$100.00 remaining in Hospitality Budget.
- Denise Cork says AS is letting Classified Senate use their copier and paper. Just letting Classified Senate know in future if they change their mind, we'll need to readdress. Monica told everyone that there is an account in the copier downstairs in 100 Bldg. Pat Sanchez told Denise that if anyone needs supplies, she'll place an order.
- New members to get nametags. E-mail Monica exact Name/title. The same logo will be used as is already in place.

SENATOR REPORTS:

Denise gave all members the Classified Employee of the Month copies of nominations. We need to get back to Denise by November 15, 2006.

SEMS Test-can everyone take the test so that Emilio can get all certificates?

Projected Growth

- Chrystal Van Beynen brought information to the Classified Senate regarding the Student Service Managers Meeting and the projected growth of our college by the year 2010. Chrystal Van Beynen-Student Services Managers Meeting, projected growth by 2010, 26,000 to 28,000 students.
- We will need to hire more faculty; there is a formula somewhere for calculating this increase in faculty, but no formula for Classified, so Chrystal asks that we all think of a needs list as we are already short in Classified Staff. This will give administration the facts on why more staff is needed.

Managers and Classified have different perceptions of what is needed and how things run. District might be working on a plan, not sure if Formula.

Compressed Calendar

A discussion was held regarding the Compressed Calendar, classes would change from 18 to 16 weeks. A Meeting was held this week. Other schools are changing to compressed calendar; employees may be increased to year-round. 9-11 month employees will be affected.

Discussion:

- The change would definitely affect the counseling department
- Will need longer hours of counseling to cover all students.
- Scheduling problems will exist with rooms, as there would not be enough rooms.

- Shorter class sessions would not give Classified Staff enough time to recoup and prepare for the next semester.
- A&R has no break anyway, as they go from Fall to Intercession to Spring semester. Compressed Calendar would give more two weeks breaks in-between sessions.
- Other colleges had traffic jams, so this needs to be addressed
- Faculty sending out a list to see if they want this. Perhaps Classified Senate should send out a survey to see what their feelings are on this issue.
- one reason for the 16 weeks courses, other colleges have this, so they want to keep the students happy.
- Matches the University system.
- College FTES increased, so more students being services, but support staff, Classified Staff, not increased. Only Equipment, etc. being increased.

Question: Is the Classified Senate interested? What do Peter Fong and Richard Ramirez think of the Classified Staff formula?

- Monica to get the Faculty survey from Joumana, so we can see what questions are going to be asked. So far, only other school schedules have been presented.
- Process will not proceed until Faculty survey comes back. Also, we should wait until the Faculty survey comes back, as there may not be any interest in this.
- A subcommittee was formed as follows: Pattie Foster to chair. Lisa Gomber, Catherine Parks, Marisela Delgadillo, Olivia Wolfe, Laurie T. Depending on what Faculty surveys say, then the committee can proceed.
- Santa Ana starts Feb. 5th, ends same as our semester ends.

Interim Dean Positions

There are many Interim Dean positions however Dr. Hodge chooses committee members, but there has never been a Classified Staff person on the committee. Joumana and Monica asked Dr. Hodge to add a Classified, so now a Classified has been added to one of the hiring committees. Monica to speak to Dr. Hodge to see if this can be a permanent feature of the Deans Hiring Committee.

Classified FTES Budget and Needs list.

Discussion:

Should there be a sub committee or should we have all of Senate work on the list?

- Catherine: Making a Classified formula, each department interacts differently with the students. SLO (Student Learning Outcomes). Goals on reaching out to students; there are measurements.
- Lisa Gomber: Faculty is going to have a survey on the SLO. Lisa and Catherine will share at the next meeting.
- Regina: we need to work on this with the Union. Adding employees is a Union issue. Monica says we are only in the beginning phases.

COMMITTEE REPORTS:

None to Report

OLD BUSINESS:

None to Report

By Laws:

Do we want to have a second November meeting, due to Thanksgiving and also with the December Holidays, there is only one meeting in December (14th) also.

Will meet November 30, 2006. Devote to By-Laws. Everyone read the By-Laws and bring ideas to next meeting and see if any items need to be changed. Senators ask their constituents for ideas for change also. How people are appointed to committees. Right now rules are not clearly outlined.

E-mail Publication Committee any ideas.

Catherine will set up a photo shoot for Classified Senate.

Public Comments:

None

Meeting adjourned: 11:05 am.

Carolyn Marie Wheelchel
Recording Officer