



## Classified Senate Minutes

Room: Faculty Lounge

September 13, 2007

**In Attendance:** Summer Rodriguez, Monica Hagmaier, Catherine Parks, Carolyn Welchel, David Reichert, Shauna Weiner, Rachel Chavez, Olivia Wolfe, Efrain Villanueva, Dina Aguirre, Laurie Triefenbach, Lora Gauthreaux, Pat Sanchez

**Absent:** Catherine Palmer, Greg Menchaca, Allan Aure, Chuck Helms

**Guests:**

### **READING AND APPROVAL OF MINUTES**

Efrain Villanueva called the meeting to order at 10:02am. Minutes from the June 28, 2007 were not read because it was not an official meeting.

The Aug. 9, 2007 minutes were read. Catherine Parks suggested changes. Olivia Wolfe motioned. The changes were voted on and passed.

### **EXECUTIVE REPORTS**

**Efrain Villanueva** reported that some deans are still concerned about Classified Senate members attending the 10am **senate meetings** during “peak hours.” When the meetings were originally voted on, it was addressed during summer, which is typically a slower time. Now that the Fall semester has started and student enrollment up 5.38% some departments are busier. Efrain proposed to continue meeting on the second and fourth Thurs., but move the meetings time to 2pm-3pm instead.. Rachel Chavez presented the motion. After a discussion and vote, the motion passed. Future meetings will now be every second and fourth Thurs. from 2pm -3pm in 820P. Carolyn Welchel will make the changes in the Master Calendar.

**Dr. Hodge** is very supportive of the **Classified Senate Kick-off** and will allow a 4 hr. event with a break for lunch. Catherine Parks will give more info in her report.

There was a campus-wide call for 12 faculties, 6 classified and 6 students to attend a **Leadership Retreat** sponsored by Staff Development on Oct. 4, 5, and 6 at Aliso Creek in Laguna Beach. The objective is for leaders of the campus to get together and come up with what they see for Fullerton College’s future. The workshops will be held Thurs. Friday and half of Sat. Six classified, Monica Hagmier, Catherine Parks, Efrain Villanueva, Nancy Livingston, Shauna Weiner, and Marcia Hedberg volunteered.

**Catherine Parks** reported on the **Code of Ethics**. The idea to implement a code of ethics as part of classified senate came out of a leadership retreat Catherine and Monica Hagmier recently attended. Copies of the So. West College’s Code of Ethics was passed out for review. So. West has given Fullerton permission to adopt theirs. Monica motioned for the Code of Ethics to be adopted. Carolyn Welchel seconded the motion. After a small discussion and suggestion of putting the adopted Code on the website, the motion was passed unanimously.

Regarding the **Classified Senate Recognition Program**, Catherine announced that a meeting schedule needed to be set with **Dina Aguirre** so she would have enough time to prepare.

**Pat Sanchez** gave the **Treasurer Report**. She proposed to order plaques to place the names of the Classified Recognition winners. She passed around a few examples on paper showing a few different types of perpetual plaques. Because perpetual plaques would have 12 name slots, the issue arose if senate wants to have every winner on a slot or just the names of the Classified of the Year. It was suggested the perpetual plaque could be hung in the Staff Dining room. Pat also reminded that Ron Magnes had not been given his personal plaque for being voted Classified of the Year last year. Carolyn motioned to purchase the perpetual plaque and two annual personal plaques, one for Ron and one for the upcoming winner. After discussion, it was passed by a unanimous vote.

**Classified Senate Kick-off** will be held in time slot of 1pm-4pm or 2pm-5pm. The tentative date has been pushed back to Oct. or Nov. Cat has been in touch with Ed Fund to present the workshops with a theme of "Communication." The dates and times will need to be brought back to Dr. Hodge. She will keep senate posted.

**PAC** – Catherine Parks reported Larry Buckley is the new Vice President of Instruction. Peter Fong is the Interim VP of Student Services; Mark Greehalgh is the Interim Dean of Math and CIS. Albert Albumin is the new Manager of Admissions and Records Registrar. Darlene Jensen is the Interim Dean of Admissions and Records, and Pilar Ellis is the Manager of International Student Program.

- A. Smoke Free Campus. The committee members are Andrea Hanstein, Bob Miranda, Regina Daxon, and Behnoosh Armani. Banners and signs will start popping up on campus. The logo has been developed.
- B. The District will enter budget monies into Banner a little late this year due to delays in the State's budget. There is a 5.38% increase in enrollment which calculates to about 1,081 new students attending classes this semester.
- C. Dr. Hodge is asking the deans to provide a Classified Needs list. It has not been updated since 2005. The deans are working on updating it and it will be collected by Larry Buckley.
- D. There is now a AB 540 Scholarship available at the Foundation office for students who are undocumented, and therefore paying the non-resident tuition fees. Bob Miranda put the wheels in motion to start the scholarship and welcomes faculty and staff to donate.

#### **SENATORS REPORTS**

None at this time.

#### **OLD BUSINESS**

**Staff Development.** Pat reported there is \$2000 more in the budget than last year. There is a \$4000 budget. She requested approval for Office Depot expenses. Marcia Hedberg presented the motioned. Olivia seconded the motion. After a vote, the motion passed.

**Betty Johnson** was requesting \$1415 to attend workshops to develop her photography skills. In the workshop she would learn to photograph still models. The question arose as to why her dept. didn't pay for it. The issue as left as a question if senate can offer partial funds. More info was required.

**PUBLIC COMMENTS**

Carolyn announced that the 200 bldg. would not be booked in the Master Calendar until spring.

Meeting adjourned at 11:00am.

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Shauna Weiner-Recording Officer