



Classified Senate Minutes

College Center Room 229

September 9, 2016

In Attendance: Sharon Kelly, April Ramos, Ericka Adakai, Marwin Luminarias, Layna Santana, Gloria Sebo, Melissa Serrato, Summer Marquardt, Laurie Triefenbach

Absent: Denise Reid, Monica Hagmaier, Allie Sanchez

Guests: None

CALL TO ORDER

Sharon Kelly called the meeting to order at 11:09 am.

HOUSEKEEPING

1. **Agenda:** No changes.
2. **Minutes:** August 18, 2016 minutes accepted with no change - April motion, Laurie second, approved.
3. **Treasurer's Report:** No changes.

OLD BUSINESS

1. **President's Directive – "Happy" Concept:** Tabled for next meeting pending further clarification from President Schulz. Executive Board will follow-up with President Schulz to narrow down ideas before further development.
2. **Senate Goals (survey results):** The following items were discussed by the Senate
 - April shared that she felt it important that we communicate our actions as a result of the survey feedback
 - Melissa pointed out the theme that there is a misunderstanding of what Classified Senate really does. Some seem to think Senate is viewed as party planners. A suggestion for a goal this year is to increase communication and educate the campus on what Classified Senate does. One idea she mentioned was a Senate panel at the upcoming Meet & Greet to allow for questions and answers.
 - April discussed the importance of facilitating information sharing amongst shared governance committees to fellow Classified Professionals with Classified Senate assisting in those efforts. She shared some historical knowledge from her participation in Senate. A few years ago an agreement was in the works to begin this concept implementation with CSEA, she would like to see us come back around to this plan and get it off the ground. Another idea mentioned related to this topic was to send Senate representatives to the different shared governance group meetings and bring back information. Sharon wants us to discuss with CSEA before any action takes place. Ericka mentioned to get on a future CSEA Executive Board meeting agenda to discuss the goal of working closely with CSEA to increase information sharing amongst shared governance committees.

- Sharon suggested some type of welcome for new hires. It was mentioned in survey results and it has been discussed as a need for several years, but has not been developed. Possibly sharing the responsibility with campus Staff Development or handling it on our own. We will explore this concept further.
- Marwin proposed updating/creating the Classified Senate website.

As a result of discussion, the following four goals surfaced:

1. Educating Campus on Classified Senate Purpose
 2. Increase Information Sharing Amongst Shared Governance Committees
 3. Welcome for New Hires
 4. Update Classified Senate Website
3. **New Senate Meeting Schedule:** Sharon will send it out electronically to the Senators for their distribution to their constituents.
 4. **4CS Regional Retreat:** Sharon collected final names of those attending.

NEW BUSINESS

1. **Classified Senate Website:** Marwin shared that he has already created a framework of items that need to go on the website. Ericka needs to send Marwin the updated constitution and bylaws for the website before next meeting so that he can launch the site. Group photo will be scheduled at our next meeting on September 23.
2. **Brown Act/Parliamentary Procedure:** Tabled until next meeting.

COMMITTEE REPORTS:

1. **Recognition:** Sharon reported that the timeline she is working on will allow for the regularly scheduled announcement at our Annual Meet & Greet. Nominations will occur during the month of October.

INFORMATIONAL ITEMS/ANNOUNCEMENTS

1. **Accreditation Update – September 23 Classified Senate Meeting:** Membership accepted the proposed date of September 23 and it will be placed on the agenda and advertised.

Meeting adjourned at 12:04pm.

Ericka Adakai as Recording Officer.