



Meeting **MINUTES**

321 East Chapman Avenue, Fullerton CA 92832-2095

July 27, 2017 | 10:30 – 11:30 am | Room 227

ClassifiedSenate@fullcoll.edu | **ClassifiedSenate.FullColl.edu**

I. **Roll Call**

- Please see spreadsheet
- Called to order: 10:33 AM

II. **Public Comment** (1 minute per person, not to exceed 10 minutes total per meeting)

None

III. **Approval of Minutes**

We do not have minutes. Marwin and Stephanie will be requesting access to the Share drive. the Minutes may have been approved via emails

IV. **Old Business**

- a. Committee Updates (1 minute each)

No report

- b. Accreditation

- c. Classified Lounge

Chair moved back to Classified Lounge.

What type of things do we want to happen in there?

We want it to match the Faculty Senate lounge rules.

Only Classified Senate meetings should be allowed. No other meetings

We can have clear plastic sign holders to post agendas

Sharon said that the plan had been to have an ice cream social to have a Grand Opening of the Classified Lounge

Can serve as a Classified Senate meeting room

Talking about reserving the room for classified only

Potentially always say no to event requests in that room

Maybe we can look at having an electronic lock

We need a locking and unlocking mechanism, we want a reservation process, restricting it to classified only

Consider doing a pilot phase of our rules

Marwin thinks that we need to have more of a purpose

What are the priorities of the room and when can we announce the soft serve opening

MSP to approve Jennifer Merchant to start drafting the process for the Classified Lounge

V.

- a. Kindness Campaign
- b. Classified Recognition Awards

VI. **New Business**

- a. Classified Senate Budget 2017-18 (Treasurer)

Chair moved to this item in the agenda

Execs discussed the budget and we need to figure out what our hard amount of money is, what our foreseeable expenses are for the future

Our expected budget is food for events open house, cookie exchange, CLI, End of year event

Sharon made a note that Travel does not always come out of our budget because we try to get it over covered by Staff Development

Jen asked if the Treasurer's report

We can come up with a working draft at one meeting and discuss it at a following meeting

Rachel thinks that we should have put the ongoing expenses into the blank spreadsheet so that we know what we're working with.

It was mentioned that T-Shirts have not been ordered yet. Layna has a count of everyone's sizes.

Marwin will provide a working version of the document

MSP to approve adding extra Classified Senate T-Shirts in the budget (Ramos/ Marquadt). If we don't like our shirts anymore, we can put them

Kindness Campaign - Should we have a projection of the amount? April does not feel that we are at the point in the campaign where we can determine how much things will cost

Treasurer does purchasing. Layna will coordinate with Monica

Rachel wants to know if for CLI should we start campaigning that now? In the past, someone created a generic travel request and came up with projected expenses. Last year, Senators created travel requests with these and Ericka sent them all together to Staff Development. It should be the second week of June, June 14th-16th. We think Fullerton College is on the map.

MSP to approve appointing Sharon and Rachel (Ramos/ Heather) to create the travel requests to be submitted to Staff Development.

If we want funding, we need to send it to Staff Development by October.

September 28th will be the deadline date or people to commit to attending the conference

April mentioned that if we want to have a retreat, we should inform people in advance so that they know how to

- b. Smart Start Saturday 2017

CS will not be at SSS

- c. Convocation Fall 2017

Do we want to show up in our Classified Senate shirts? Consensus is that it's a good idea and we may want to sit together. There was a suggestion for Marwin to have slides with pictures.

VII. **Future Agenda Items**

CLI 2018 (June 14-16)

Classified Certificate

VIII. **Adjournment:**