

CLASSIFIED SENATE MEETING MINUTES

Friday, October 18, 2013

1:00-2:30 p.m. – President's Conference Room

1. **Call to Order:** Cassandra Thomas called the meeting to order at 1:08 p.m.
2. **Roll Call:** Attendees: Angela Grotke, Cassandra Thomas, Gloria Kracher, Christie Gabriel-Millette, Lisa Archuletta, Baybie Scudder, Kathryn Marmolejo, Robyn Bender, Rose King, Girija Raghavan, Barbara Nichols, Anita Moore, Caleab Losee
Guests: Dr. Gloria Fisher, Brandon Brown
3. **Approval of Agenda:** The agenda was approved as amended so that Officer Newberry can give an announcement, **Gloria Kracher 1st, Baybie Scudder 2nd.**
4. **Approval of Minutes:** Approval of the minutes for the September 20, 2013 meeting will be tabled to the next meeting to make corrections.
5. **New Business/Discussion:**
 - **Scholarship Fundraiser Concession Stand: Sign Up Sheet:** It was reported that we will probably make about \$400 profit after expenses for running the concession stand during the football games. A sign-up sheet was sent around to ask for volunteers on November 2nd and 9th.
 - **Delineation of Duties Statement-Discussion and Vote:** We discussed the issue regarding hiring committees brought up at the September meeting. President Thomas reported that upon reviewing Board Policy, Classified Senate does not have the right to appoint anyone to any hiring committees. Minor edits were submitted by Christie Gabriel and were discussed. Motion to approve as amended: **1st Kathryn Marmolejo, 2nd Robyn Bender.** Motion passed unanimously.
 - **SBVC and Classified Senate's Statement of Ethics-Discussion:** We need to review our ethics statement for accreditation purposes. How does each statement tie to the mission of the college? President Thomas would like to discuss this more in-depth at our next meeting.
 - **Statewide Professional Development Resolution-Discussion:** President Thomas reported that the resolution was sent to the California Community Colleges Classified Senate (4CS)
 - **Senator Functional Groups-Discussion on Changes:** President Thomas provided a handout illustrating the change in functional group for each senator that occurred as a result of the changes to the constitution.

- Thanksgiving Basket Drive-Update: Community Action Partnership will provide canned goods. We will ask Stater Bros. if they can sell us turkeys for a reduced price. We will work with ASG on the baskets, and we will request donations. We will determine what the criteria should be for whom to give the baskets to.
- District Strategic Planning Committee Questionnaire-Discussion: Barbara Nichols said that they will be distributing a questionnaire for us to list our top 10 goals for the college in order to develop the 4 year plan.
- Professional Development Sub-Committee-Discussion: We will form a sub-committee for Classified Staff Week, and they will start meeting as soon as possible.
- Kathryn Marmolejo was appointed as senator.

6. Public Comment/Guest: None

7. Reports:

A. ASG: Brandon Brown said that ASG will have booths set up for climate awareness. They will host a holiday concert. They will be revising their documents, and he said that SAP is transitioning to a program ran by ASG.

B. Academic Senate: No report.

C. Classified Senate/Committees:

- Treasurer's Report: No report.
- District Assembly Report: No report.
- Program Review: No report.
- Safety Committee Report: No report.
- Sustainability Committee Report: No report.
- Budget Committee: Girija Raghavan said that the consultants will look at the district allocation, and that they will meet with the budget committee members.

D. College President's Report: Dr. Gloria Fisher reported that she wants to ensure that the Classified Senate is able to conduct its meeting at the right comfort level and would like to know if her presence prevents us from speaking freely. Feedback is welcome and can be sent through Cassandra Thomas.

E. CSEA: None

8. Announcements: Our next meeting will be on November 15th at 1pm in Library 147.

9. Meeting Adjournment: Meeting was adjourned at 2:30.

*Minutes submitted by Angela Grotke