

CLASSIFIED SENATE MEETING MINUTES

Friday, November 15, 2013

1:00-2:30 p.m. – Library 147

1. **Call to Order:** Cassandra Thomas called the meeting to order at 1:09 p.m.
2. **Roll Call:** Attendees: Cassandra Thomas, Gloria Kracher, Baybie Scudder, Kathryn Marmolejo, Lisa Archuletta, Caleab Losee, Robyn Bender, Mary Valdemar, Angela Grotke, Anita Moore
Guests: Brandon Brown
3. **Approval of Agenda:** The agenda was approved, **Mary Valdemar 1st, Lisa Archuletta 2nd.**
4. **Approval of Minutes:** The minutes for the September 20, 2013 meeting were approved as amended: **Mary Valdemar 1st, Gloria Kracher 2nd.** The minutes for the October 18, 2013 meeting were approved: **Mary Valdemar 1st, Kathryn Marmolejo 2nd.**
5. **New Business/Discussion:**
 - **Delineation of Duties-Update:** We will take the document to the CSEA meeting to see if it is approved. This is the final step in the process.
 - **Classified Senate's Statement of Ethics and its Alignment to the College Mission-Discussion:** It used to say in the statement that "shared governance is our way of life". We would like to put this back in the statement. We will update this at our next meeting. We would like to change the phrase "available facts". We would like to add the statement "district wide transparency". President Thomas will work on these edits and we will discuss it at our next meeting.
 - **Clean-up of AP2225 Collegial Consultation-Input Requested:** It needs to be updated. The Basic Skills Committee is not on there. Some committees have trouble meeting 2/3rds quorum, maybe we can change this. We can also work on how meetings are scheduled. We can also work on getting students on committees.
 - **Potential Audit Policy-Discussion:** We are considering having an Audit Policy. The issue is being discussed at the statewide level and at District Assembly.
 - **Classified Specific In-Service Day Workshop-Ideas Requested:** Rania Hamdy would like ideas for a 1 or 2 hour workshop for classified employees.
 - **Thanksgiving Basket Donation Drive-Discussion and Update:** We have 120 baskets for students and 10 for staff. We need volunteers to meet and decide on who will get the baskets. We would like to have our donations by the 23rd.

- Scholarship Fundraiser Concession Stand-Final Update: We will have enough money from the fundraiser for several scholarships.
- Valentine's Day Fundraiser-Funds Request: President Thomas requested \$250 for supplies. Request was approved: **Mary Valdemar 1st**, **Baybie Scudder 2nd**.

6. Public Comment/Guest: No Report.

7. Reports:

A. ASG: Brandon Brown said that they will be having a Christmas concert on December 12, 2013. He said that it will be open to everyone and that it will be family oriented. He said that a free meal will be provided.

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:
- Board Meeting: Mary Valdemar reported that they are advocating against AB955, and that they want a written statement from the board that they will not support it, and that Crafton will not allow the program to be held there.

D. College President's Report: No report.

E. CSEA: None

8. Announcements: Our next meeting will be on December 20th at 1pm in AD/SS-207.

9. Meeting Adjournment: Meeting was adjourned at 2:35.

*Minutes submitted by Angela Grotke