

CLASSIFIED SENATE MEETING MINUTES

DECEMBER 14, 2019

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

Call to Order:

Roll Call: Attendees: Judy Rodriguez; John Feist; Amelia Gonzales; Girija Raghavan; Ernest Guillen; Anabel Martinez; Uvaldo Sifuentes; Kay Dee Yarbrough; Dena Peters; Phylicia Sanchez

Approval of Agenda: John Feist motioned to approve the agenda; Anabel Martinez 2nd the motion. The agenda was approved by general consensus.

Approval of Minutes: Anabel Martinez motioned to approve the minutes from November 9, 2018. Amelia Gonzales 2nd the motion. Minutes approved with a note to bold the 1st/2nd motions.

Public Comment/Guest: Department Representative, Counseling--Ailsa Aguilar-Ktibur attended representing the Counseling department. She said there is a positive history with the Counseling department and the Classified Senate. She proposed to explain the Counseling department in four segments of counseling: 1) Offer; 2) Special Assignment; 3) Initiatives; and, (4 Standards/Guidelines. Counseling is part of Student Services, which has two sections—1) Counseling/General/Categorical, and 2) Student Equity/Student Success, First Year Experience, Valley Bound, Foster, and EOPS. She gave details on what counselors do: help students to achieve educational success and goal completion, from point A to Z. The core is advise; educational plans, career experience/counsel, 15 units, declare majors. Counselors also do personal counseling for student issues that impact their academic performance; transfer counseling, student success—matriculation, placement, service delivery—face to face, appeals, probation; and explained how to make counseling appointments. Ailsa can be reached at Ext. 8694.

New Business/Discussion:

- A. **Fundraiser/Scholarship Update:** The scholarship committee has met once to clean up on scholarships; the deadline date to submit applications is 1/31/19. Ernest Guillen met with Phylicia Sanchez to raise discuss ways to raise funds for the general fund, e.g., Valentine's basket, similar to the Christmas basket seeking donations, a turnaround trip, Classified Connection week. Anabel Martinez motioned to approve doing a Valentine's Basket raffle. Amelia Gonzales 2nd the motion.

- B. Thanksgiving Baskets: Twelve (12) baskets were distributed—thanks to Gloria Kracher and Phylcia Sanchez who helped make this happen; and to the Teamsters donation of turkeys.
- C. Opening Day, 1/11/19, Classified Senate Meeting: There will be an information meeting following Opening Day event. The district is providing a guest speaker to talk about ergonomics. Release time is available for all classified staff.
- D. Fundraising Committee: Discussed above in A.
- E. Credit Union Account Authorized Users: We need minutes in order to allow the new e-board members to access the credit union accounts, and we need to do a vote to make this happen. **Ernest Guillen motioned** to approve to add new e-board members to the credit union accounts; **Dena Peters 2nd the motion**. Approved by consensus.
- F. 4CS Gathering of the Senates: Judy Rodriguez presented information on an upcoming event that she would like e-board and senators to attend. If interested, send email to Dena Peters so she can get the process started for conference request to go to the Professional Development Committee.

Reports:

- A. Associated Student Government—N/A
- B. Academic Senate—(invite Academic President to Classified Senate meetings)
- C. President's Report—Judy attended the board meeting to report on new board members; she met with Diana Rodriguez, who is open to hearing concerns (suggestions). Discussion also on the police ticket fees issue, and proposes to send email to managers to encourage classified staff to participate in committees. Diana proposed that employees participate in no more than two (2) committees, as there is no education code for classified employees, only for faculty members. We need to get the most updated committees list from the President's Office. Judy gave a brief review of new initiative Caring Campus.
- D. Senator's Report:
- E. Classified School Employees Association: N/A
- F. Treasurer's Report: Phylcia Sanchez distributed a handout of the Classified Senate budget. She highlighted funds made from the concession stand on 11/23/18--\$1,221.

Meeting Adjournment:

Minutes submitted by Dena Peters, Classified Senate Secretary