

Classified Senate

Minutes

February 12, 2015

Present: Nancy Cayton, Sylvia Espinosa, Fatima Shah, Joanna Louie, Dolores Harshaw, Roberto Gonzalez

Agenda review

Approved

PCS Update

- Professional Development: PCS event being planned during spring break.
- Letters to the Board: Leave reporting needs to be automated; all in support including HR. PCS request to Chancellor Ortiz to include a spot on the regular BOT agenda for Classified, similar in nature to the DAS report.
- Appointment to the Chancellor Search Committee ([formal contact with the Chancellor preferred](#)): Unclear about this nomination but will communicate with James Blake. Likely to be James Blake.

Accreditation Visit

- Self-evaluation document review: Urged staff to locate their applicable sections that applies to their area and prepare.
- Feb 26 Senate Meeting/Afternoon Tea: Will combine both so that admins can present one last time in prep for the March visit. Faculty and admin should be expected to join us. Goodies to be provided.

Committee Updates

- **Leadership Cabinet: Voiced concerns of admin not consistently communicating with staff about their own leave, especially vacation and planned off-campus activity that makes it hard for staff. Request from admin to draft a similar 10+1 Academic Senate equivalent for staff. Also, finding it increasingly harder to encourage staff to participate in shared governance activities. Recent Prof Dev resignation; Tram suggests that perhaps Classified can weigh in less for this committee.**
- Technology: Strong likelihood that our campus WiFi will be replaced and improved with matching District funding; timeframe before fall semester.
- PBC: Absent (no report)
- Education: Brief discussion of pros/cons of summer 4/10 work day schedule.
- Facilities: Some concern that the message delivery from one of the new building gproject leads is murky. Recommendation to more fully participate on this committee as the planning for the new building develops.
- Other

Senate Goals and Objectives

- Creation of a 10Plus1 Academic Senate charge for Classified (see attachment)

- Occurrence and functionality of department meetings: Motion from Senate will occur in upcoming SS meeting to revise as necessary and implement the routing slip.
- New hire rubric preparation: Faculty prioritization is now occurring. Classified should be prepared to update our rubric for upcoming hiring.

Other

- Volunteer needed: Graduation Commencement Ceremony: Will send out an email blast for volunteer.
- President's Award Nomination: Please nominate; due by end of month.

Recorder: Roberto Gonzalez