

CLASSIFIED SENATE MEETING MINUTES
Monday, November 15, 2010 – 1:30 p.m., 8-119

Present: Roberta Chock (President), Jonna Pounds (Secretary), Jo'an Rosario (Vice President), Soraya Sohrabi (co-Activities Coordinator), Helia Ying (co-Activities Coordinator); Diana Espinoza, Brian Horwitz, Maria Huning, Debbie Joy, Kathy Kerwin, Jai Kumar, Rosalina Mira, Gloria Peña, Rita Sabbadini, and Dave Vigo

Absent: Maggie Souza (Treasurer)

CONTENT	PROCESS	WHO
1. Approval of Minutes	Minutes from 10/18 meeting approved	
2. Public Comments	N/A	
3. Treasurer's Report	No report	
4. Hiring Process Evaluation	Roberta Chock brought a copy of the hiring needs chart – no mention of Classified Senate (CS) input. Instructional Planning Council (IPC) and Student Services Planning Council (SSPC) have met to discuss their hiring needs. Administrative Planning Council decided they did not want a separate presentation. Although staffing needs are part of program plans, do we feel existing plans work well enough to represent Classified? Classified need to be proactive – document your time, create a survey? After discussing the issue, we agreed that we would not seek to add a separate 'box' for classified senate to the hiring process chart.	Roberta Chock
5. Follow up to Pat Hanada/Halloween party	Thanks to the hard work of Debbie Joy, Maggie Souza, Soraya Sohrabi and others, CS collected \$360 which was sent to the Foundation. CS will not take it on as a continuing event.	Roberta Chock
6. Events Update: <ul style="list-style-type: none"> - Thanksgiving Luncheon - Holiday Luncheon - Holiday Baskets 	The Thanksgiving Lunch is on Friday, 11/19 at Cañada Vista – \$20 per person The Classified Holiday Luncheon will be on Friday, 12/10 at Cañada Vista. Tickets are on sale and are available in Division Offices, the Bookstore, President's Office, and Vice Presidents' Offices. The drawing will be held at 1pm on 12/16 in the Bookstore. All baskets must be dropped off to the Bookstore now. Jai Kumar (Bookstore) needs time to get baskets rotated between 3 campuses and the District office. CS cannot sell tickets online – Foundation objected because of an IRS ruling. Debbie Joy will call Kathy Blackwood for clarification.	Soraya Sohrabi
7. Staff Development	There is \$325 for conferences and \$700 for reservations in staff development funds. Roberta wants to schedule another Flex Day activity, perhaps a workshop presented by Maria Huning – the last one was very successful.	Jo'an Rosario
8. Central Duplicating	Per Jai Kumar, Auxiliary Services might move Central Duplicating to the	Jai Kumar

CONTENT	PROCESS	WHO
	<p>District – will be more careful regarding copyright laws. CSM is offering a copy center through which Cañada’s and Skyline’s Bookstores could possibly start sending copy jobs – which campus Central Duplicating will become an overflow center? How does Central Duplicating plan to supplement losses? Debbie asked if prices will go up. Per Jai, labor is not reflected in price. Jo’an asked about emergency copy jobs – will still go to Gail Kamai. Kathy Kerwin asked when will the decision be made as to which campus will be the satellite/overflow center. Helia Ying asked if our Bookstore will do copying for the public. Yes, with two-tier prices but Jai is not sure yet.</p>	
9. Committee Reports:		
- <u>College Planning Council</u>	CPC discussed smoking policy, calendar for next year. Building 5 renovation has been put on hold. The next CPC meeting is on 11/18.	Roberta Chock
- <u>Budget Committee</u>	Meeting was cancelled per Jo’an Rosario.	
- <u>Instructional Planning Council</u>	IPC discussed draft of District Vision Statement, program/department growth – next meeting is on 11/19.	Jonna Pounds
- <u>Student Services Planning Council</u>	SSPC discussed program plan	Debbie Joy
ADJOURNED AT:	2:50 p.m.	