

**CLASSIFIED SENATE MEETING MINUTES**  
**Monday, February 28, 2011 – 1:30 p.m., 8-119**

Present: Roberta Chock (President), Jonna Pounds (Secretary), Jo’an Rosario (Vice President), Soraya Sohrabi (co-Activities Coordinator), Maggie Souza (Treasurer), Helia Ying (co-Activities Coordinator); Debbie Joy, Rosalina Mira, Vicky Nunes, Dave Vigo, and Mike Walsh

Guests: Thomas Mohr, President

CONTENT	PROCESS	WHO
1. Approval of Minutes	Minutes from 11/15 meeting approved	
2. Public Comments	N/A	
3. Welcome New Employees	Jonathan MacSwain and Steven Bradley are the new hires in the Learning Center. There is also a new hire, Janire Ordonez, working Saturdays in the Library.	Roberta Chock
4. Treasurer’s Report	Maggie reported that there is \$1,104.32 in savings, \$416 in checking, and \$108.07 in petty cash. \$632 was spent on the Holiday Luncheon. Roberta proposed sending \$2,000 from the basket fundraiser to the Foundation and everyone agreed.	Maggie Souza
5. New Business:		
<ul style="list-style-type: none"> <li>• Educational Master Planning</li> </ul>	Accreditation Commission thought Cañada did not do enough planning. Our college did not originally have a Master Plan which is needed to assess the College’s goals and current needs. Our sister colleges which did have Master Plans now have new buildings and renovated space. When Cañada started to develop an Educational Master Plan, there were 11 goals which dropped down to 4 “measureable” goals. As Cañada’s Master Plan is developed, President Mohr wants everyone’s thoughts to be heard. There will be new mission and vision statements – need a teaching and learning Education Master Plan.	Thomas Mohr
<ul style="list-style-type: none"> <li>• Facilities Master Planning &amp; Bond Expenditure Group</li> </ul>	Cafeteria and student club space must be “student centric” – need a Career Center and student lounge. Buildings 5 and 6 will be completely renovated in late summer. The District agreed to a new Science and Workforce building if bond measure passes. The architect will be here next week to look closely at the college and assess what we need. However, the District wants to wait for State funding to pay for the renovation of Building 1.	
<ul style="list-style-type: none"> <li>• Hiring Process &amp; Timeline</li> </ul>	College Planning Council reviewed and approved hiring process. There will be meetings in IPC, SSPC, and the divisions regarding the process. After the meetings, IPC and SSPC will have a joint positions presentation meeting on 3/29. President Mohr wants more fulltime faculty – one full time History faculty,	Roberta Chock

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	would like to hire two more fulltime faculty – which will attract students. Fulltime faculty “drive” curriculum and programs. President Mohr did acknowledge the need for more Classified hires. An Administrative Planning Council has been created but may not put through any hiring requests.	
<ul style="list-style-type: none"> <li>Staff Development/Flex Day</li> </ul>	3/11 is Flex Day – CTIEL is working on the activities schedule predominately for faculty – list should be out tomorrow. Maria Huning and Romeo Garcia will present a workshop. Per Debbie Joy, VPSS Robin Richards has some workshops planned – non-certified CPR training will be offered. Funds are running out in Staff Development – awards are on a first come, first served basis per Jo’an Rosario.	
<ul style="list-style-type: none"> <li>Mission Statement</li> </ul>	On handout – will be an action item at the next meeting.	
6. Events Update: <ul style="list-style-type: none"> <li>Brown Bag Lunch 4/6</li> </ul>	There will be a brown bag lunch in the quad on Wednesday, 4/6 at noon – drinks will be provided. CSEA will be hosting a brown bag lunch on 3/16.	Soraya Sohrabi Helia Ying
7. Committee Reports:		
<ul style="list-style-type: none"> <li><u>College Planning Council</u></li> </ul>	Want to create a Center for International/University Studies – student transfer advisor is Soraya Sohrabi. CPC wants to strengthen in flow of students via the University Center. President Mohr is going to China – possible increase in student population. Must make sure all students are here legally (F1 visa issues) per Soraya. These students must enroll in a minimum of 12 units. If the Center is successful, it will need staffing. Our college used to have approx. 120 international students, now have approx. 26 students.	Roberta Chock
<ul style="list-style-type: none"> <li><u>Budget Committee</u></li> </ul>	Tom Bauer came to the meeting and talked about Auxiliary Center – possibility of Central Duplicating centralized. What will have to our Central Duplicating? Per Vicky Nunes, the State might reduce workload severely – there will be reductions. Our District might possibly raise fees again. Worst case scenario, Athletics might be severely cut. \$2 million our college received in Measure G funds was used to fund additional counseling hours and sections this year, not sure about next year. The committee is scheduled to meeting on 3/2.	Jo’an Rosario
<ul style="list-style-type: none"> <li><u>Instructional Planning Council</u></li> </ul>	IPC discussed Strategic Planning and Annual Program Plan.	Jonna Pounds
<ul style="list-style-type: none"> <li><u>Safety Committee</u></li> </ul>	New smoking policy in place – signs have been posted and most are cooperating with the new policy of smoking only in designated parking lots.	Debbie Joy
<b>ADJOURNED AT:</b>	3 p.m.	