CLASSFIED SENATE

10/14/2014

11:00am – 12:20pm

Sugar Pine 115

APPROVED Minutes

In attendance: Nancy Bull, Shawn Jordison, Mike Torok, Angela Fairchilds, Elissa Creighton, Allison McDermott, Leslie Buckalew, Melissa Raby, Gary Whitfield, Kathy Sullivan, Gina Leguria.

Meeting called to order at 11:01am.

Minutes Approved with corrections

**Guest Discussion:** Classified and the Admin Team discussed ways of increasing participation of campus Admin in our Classified Hiring Prioritization. Both parties agreed that it would be beneficial to have input from the Admin Team in the Classified Hiring Prioritization.

**Presidents Report:** Elissa had back and forth emails with Rosanne Costa about her request to increase communication between CSEA and CS regarding the process between the two. The group discussed the delineation of duties between the two groups and decided to request more info from CSEA.

**Safety,  *INFORMATION ITEMS:***

* New safety report is out and new Sexual Harassment Protocols are in place

**Facilities, INFORMATION ITEMS:**

Measure E Update reported

Madrone Road Walkway

* Walkway received ASA ADA wavier because the path way is not “building to building” the walkway will be four foot wide and tie into the existing walkway at the child center down the hillside to the walkway at the bottom of the Madrone road. They will need to remove a bike rack which will be moved the Student Center. There was discussing about lighting.
* Tree Removal Plan- Tom Hofstra has recommended to removal of six (6) trees to accommodate the Madrone sidewalk project
	+ Hillside Stabilization- hillside just below Juniper to the Child Care Center will be treated with gunite (concrete) shaped and colored to look like dirt. Rebar will be inserted into the hillside for stabilization
	+ Manzanita Project- upstairs framing is complete and drywall is scheduled to be completed in thirty (30) days. Down spouts will be all along the outside of the Manzanita building. They will be wrapped by stone for the first nine feet to give them a column appearance. They committee requested an artist rendering of the columns. Occupancy is scheduled for May 2015.
	+ Signage- *Changing colors from brown to green, improving the kiosk map signs, Pathway signage,* there was healthy conversation regarding locations not having any signage and the need for both directional signage and the functionality singnage. An example of functionality signage would be, Manzanita Building, Student service, Book Store etc.

**College Council**

* In Service day data was collected and reviewed. Next step, what we are going to do with the information. Next November College Council retreat we will be analyzing the information.
* Approval of the Student Success and Support Plan (SSSP) Report was presented by Dean of Student Services, Mellissa Raby. The report is due October 17, 2014. As a direct  resultant of college Council excepting the report the council also
* Dean Raby also provided College Council a copy of Part II: Planned Expenditures (Student Success and Support Program Allocation). The report provided information on planed expenditures needed to support the SSSP. Associated Dean of Student Equity and Success. 50% one time SSSP funding and 50% cost to be coved by the Student Equity Funding.

 Overall supervision is provided by the Dean of Student Services and fiscal support is provided by the Secretary to the Dean of Student Services. The Associate Dean of Student Equity and Success, with support from the Program Assistant collaborates with counselors and special program coordinators to develop, plan and deliver the orientation program, including sessions at local high schools and XREG (Extreme Registration). The Program Assistant manages SARS enrollment and rosters and maintains appropriate MIS data. (SSSP Plan, page 6)

* Questions asked: What is the process for hiring Leadership positions? (no process) What will happen to the position when funding comes to an end? Even though the council supported the report?
* Duties of Program Assistant? –to provide support for SSSP, research audit etc.
* *Share Point training for staff is currently being developed.*

Meeting adjourned at 12:20pm