**Classified Senate**

11/10/2014. 11:00am – 12:20pm. Sugar pine 115.

APPROVED Minutes

In attendance: Elissa Creighton, Doralyn Foletti, Nancy Bull, Shawn Jordison, Dana Baker, Liz Rumney.

Meeting called to order at 11:02am.  
Approval of the October minutes was postponed to the December meeting.

**Guest:** Dean Mellissa Raby

**Presidents Report:** Elissa discussed the College Council Strategic Planning Retreat different phases of strategic planning.

**Vice Presidents Report:** Doralyn updated the Areas of Representation document for 2014-2015. Once we move back to Manzanita, the Area of Rep list will be updated to reflect our new locations. She will ensure that new hires are added to the list, as that information becomes available.

**Treasure’s Report:** Dana reported that the new fiscal year began in July but was only posted in October. She recapped the changes in the account for the current fiscal year.

**Area Rep Report:** Melissa Raby asked College Council to review and approve the Equity Plan. The Equity Plan was approved. Nancy discussed the benefits of having the entire college participate in approving the Equity Plan.

**Columbia College Foundation Classified Advisory Report:**

* The Foundation had a half-day planning retreat with Title III consultant Mike Guadette on Oct. 10 to take a look at Foundation planning (mapping goals, priorities and activities).  *(I was unable to attend but will read the minutes and report out at the next Classified Senate meeting. –EC)*
* The Foundation organized the recent Dusty Rhodes memorial on Oct. 11.  It was a very nice tribute and much appreciated by his family.
* The Foundation recently held their Rim Fire Discussion, the second of their Community Lecture series. An outstanding panel and an educational evening was enjoyed by all. It was well attended given the competition with the Giants game and earned some positive, high profile press. The evening enjoyed a good turnout of community members, board members, and students from the Forestry and Natural Resources program.
* The Foundation recently completed a community report in time for the Rim Fire Discussion, their final Title III funded project. It was distributed at the Discussion and has mailed to more than 1,000 current and former donors.  The Foundation plans to strategically distribute more of these in coming weeks and months. *(I did not have copies for our most recent Senate meeting, but will bring to the December meeting. – EC)*
* Applications for the Osher Scholarship recently closed.  The Foundation received 88 applications and the scholarship committee will be kicking into action to get reviews completed and checks distributed ASAP.
* Mini grant applications were due in October.  The min-grant committee will meet soon to make funding decisions.

**Enrollment Management:**

Liz Rumney, Classfied Senate Enrollment Management Committee Representative, reported that this is a newly formed committee, and has met two times so far. Discussion of who is teaching what classes took place. At their previous meeting, there were reports for FTE’s and total contact student hours, and they were introduced to ‘Dashboard’. Dashboard allows for easier access to data within Datatel. The goal of this committee is to refresh the College’s Enrollment Management Plan, and to develop strategies to improve it.

**SSSP Report (Melissa Raby):**

Melissa came to the meeting to discuss and clarify both the SSSP report and the Equity Plan. She explained that the equity plan has to do with addressing inequalities within specific groups of students. There is now funding to examine the groups. SSSP is to help students become more successful through components of the SSSP process: admissions, orientation, assessment and testing, counseling, and student follow-up. There is a staffing plan that will address the areas that need additional staff to ensure student success. We can find more information at: http://www. gocolumbia.edu/student\_services.

**Staff Development Report:**

The Staff Development Committee funded six (6) proposals at various allotments. An Ad Hoc committee will be meeting on Wed. the 12th to discuss possible changes to the activity Proposal Form and Activity Proposal Rubric. There are a few concerns that both documents do not complement each other. The committee will also view the criteria as well.

**Classified Hiring Prioritization Report:**

The CHP Committee has been up to date with all requests, and will have a prioritized list to present to the Classified Senate at the December meeting.

**Discussion:**

There was a question about whether Classified Members were allowed to teach classes, and how does one get started.

Meeting Adjourned at 12:26pm.