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| **Classified Senate**  **Approved Minutes** | **Date: 8/24/17**  **Time: 3-4pm**  **Location: MPR** |
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| **Members Present**: Breanne Brown, Elissa Creighton, Doralyn Foletti, Kaitlyn Hanson, Amanda Hepfl, Tiffeny Flies, Jessica  Shapiro, Torri Keever, Kyle Elkins, Doreen Bass, Casey Bonavia, Christian Million, Michael Cline, Jennifer Bick | |
| **Guests:** Debbi Partridge | |
| **Absent**: | |
| **Agenda** | |
| 1. **Call to Order:** 2. **Approval of the Minutes:** 3. **Introduction of Guests:** 4. Welcome to new staff and new positions/ locations of new staff – information handouts 5. Others: CSEA Chapter President Debbi Partridge 6. **Officers’ Reports:** 7. President: Doreen Bass will present information from the 4CS Leadership Institute last June at Tahoe City 8. VP: Kelsie Bonavia – membership roster 9. Treasurer: Cindy (Buie) Kositsky is unable to attend due to the heavy demands of bookstore, so Kelsie will present the report 10. Secretary : Kyle Elkins 11. Area Reps: 1-Casey Bonavia; 2-Torri Keever; 3-Tiffeny Flies; 4-Kevin Ciabatti   Area Rep at Large: Jessica Shapiro   1. **College Wide Committee Reports:** 2. **Classified Senate Committee Reports:** 3. Senate[Hiring](http://www.gocolumbia.edu/Classified_Senate/04-13-12agenda.aspx)Priorities Committee 4. **Discussion Items:**    * + 1. Role of Classified Senate in participatory governance at Columbia: governing councils, hiring committees, and other committees unique to Columbia        2. Role of CSEA in representing Classified in bargaining issues, governing councils, hiring & District-wide committees        3. Discussion to identify Classified staff as Classified Professionals        4. Should we develop a logo for Columbia College Classified Senate?        5. Goals this year for Classified Senate 5. **Action Items:**    * + 1. Appoint members for Hiring Prioritization Committee        2. Appoint members to Institutional Effectiveness Council 6. **Announcements:** 7. **Open Forum:** 8. **Adjourn Meeting:** | |
| **Recommended for Vote** | |
| The meeting was called to order @ 3:06pm.  The minutes from previous meeting on 4-14-17 were approved without corrections.   |  |  |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | --- | --- | | **Minutes** | |  | | |  | | | | **TOPIC****: Introduction of Officers** | |  | | | | |  | |  | **Discussion**: Doreen introduced V.P, Secretary, and Area Reps. Encouraged all to have a voice in participatory governance. | | | | | | | |  | **Action items**: | | | **Person Responsible**: | | **Deadline** | | | **TOPIC: President’s Report: Classified Leadership Institute** | | |  | | | |  | |  | **Discussion**: Doreen discussed her travel to Lake Tahoe for the C.L.I. Discussion of scholarship offerings through professional development funds, had a number of breakout sessions that Doreen would be happy to share, and hoping to mentor new employees. | | | | | | | |  | **Action items**: | | | **Person responsible**: | | **Deadline:** | | | **TOPIC: Treasurer Report** | | |  | | | |  | |  | **Discussion**: Last year’s Treasurer Kelsie Bonavia reported for Cindy (Buie) Kositsky, who couldn’t make the meeting. (1) The general fund from March was amended due to a slight increase in cost of plaques from Ray’s Trophy, which leaves $31.65, but that money was returned to the College at the end of the fiscal year. This year’s General Fund is only $100. A Requisition was created to Ray’s Trophy for $75 for this year’s plaques, leaving a balance of $25.00. (2) Do not have an updated amount for the scholarship fund through the Foundation because Wendy was on vacation, but it was $2,767.62. Our S.H.A.R.E.S deposit wasn’t in yet, but it is 3% of your grocery receipt at SaveMart, 5% at Twain Harte Market. (3) End of year donations came to $126.00. After purchase of gifts, Business office cash envelope = $139.14. Going to leave out the names on treasurer report for whom gifts were purchased. Last year employee of the year was Elissa Creighton. | | | | | | | |  | **Action items**: | | | **Person responsible**: | | **Deadline:** | | | **TOPIC: College Wide Committee Reports** | |  | | | | |  | |  | **Discussion**: Kelsie reported most people were absent at the College Council meeting in August. Trevor Stewart discussed decreased budget and that it would keep decreasing over the next 5 years. The Council accepted the Name tag design and agreed on using only first names. Name tags were distributed earlier at the In-Service meeting. | | | | | | | |  | **Action items**: | | | **Person Responsible**: | | **Deadline** | | | **TOPIC: Senate Hiring Prioritization Committee** | | |  | | | |  | |  | **Discussion**: Putting together another Senate H.P. committee –send out request for nominations based on how well position meets the mission of the college. | | | | | | | |  | **Action items**: | | | **Person responsible**:  Doreen Bass | | **Deadline:** | | | **TOPIC: CSEA** | | |  | | | |  | |  | **Discussion**: Debbi Partridge discussed the necessity to have a CSEA and Classified Senate representation on all councils; CSEA is our own union with a contract with the district. District Council meets once a month at the Oakdale Bianchi Center from 3-5pm. Need another rep for the Student Success Council. Michael Denne has been appointed as the CSEA rep for College Council. Debbi has been recognized nationally for her efforts with CSEA. | | | | | | | |  | **Action items**: | | | **Person responsible**: | | **Deadline:** | | | |

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| **TOPIC: Classified Professionals** | | |  | | |  |
|  | **Discussion**: Doreen discussed that classified staff be renamed as classified professionals. Institutional effectiveness relies on classified professionals. Should we present this to College Council? Debbie mentioned this topic to MJC College Council and it was embraced my members. Doreen and Debbi to discuss topic further. | | | | | |
|  | **Action items**: | | | **Person responsible**:  Doreen Bass | **Deadline:** | |
| **TOPIC: Classified Senate Logo** | |  | | | |  |
|  | **Discussion**: Doreen proposed the question if Classified Senate should have its own logo. What would it benefit? | | | | | |
|  | **Action items**: Doreen will send out e-mail regarding logo | | | **Person Responsible**:  Doreen Bass | **Deadline** | |

Adjournment

There being no further business, meeting adjourned at 4:06pm

Record of meeting respectfully submitted by Kyle Elkins