**Classified Senate**

2/9/2015 11:00am – 12:00pm. Sugar pine 115.

APPROVED Minutes

In attendance: Elissa Creighton, Doralyn Foletti, Nancy Bull, Shawn Jordison, Dana Baker, Doreen Bass, Allison McDermott, Eric Turner, Michelle Walker, Angela Fairchinds, Karen Yacovetti.

Minutes from January Meeting were approved with corrections.

**President’s Report:** Classified Senate President Elissa reported that she is still looking for staff development ideas and input. The accreditation committee needs Classified Representation for each other 13 accreditation groups.

**Vice President’s Report:** Vice President Doralyn presented an updated Areas of representation list of all Classified staff on campus. Doralyn said that mentoring of new classified staff is going well and discussed the possibility of doing a Q & A mentoring for all the new classified employees.

**Treasure’s Report:** Dana reported out in the change of funds. The current balance for the General Fund is at $300.00. The Scholarship–Foundation Fund is at $2,435.96, and the Envelope Fund is at $133.66 for a grand total of $2,869.62.

**College Council Report:** Nancy reported out for College Council. She discussed the creation of a committee that was looking for the ‘lessons learned’ and gathered suggestions presented about the classes that were canceled this semester. The second item discussed was Accreditation. The admins are well aware that Classifieds need to be on the Accreditation Committees. Madrone pathway construction has begun.

**Staff Development:** Classified Senate Staff Development Committee Representative Angela Brunton submitted the following report for the Staff Development Committee meeting on 1/16/15:

The staff development committee met on January 16th to consider one proposal that was fully funded.  All the remaining proposals were funded with SSSP money.  The committee is using a revised and updated application and rubric that seemed to work well. There is one more cycle of funding set up for this year.  Please visit the Staff Development website:  <http://www.gocolumbia.edu/staff_development/default.php> for timelines and forms.  We are hoping to plan a second Professional Engagement Institute this spring, stay tuned for details. Feel free to contact Adrienne Seegers seegersa@yosemite.edu or Michelle Vidaurri viduarrim@yosemite.edu with any questions.

**Facilities Report:** Doralyn reported that Phase 3 is starting which is mostly gates and pathways. Student Government is looking into new Student ID cards which would assist students in limited parking areas on campus, and may have the ability to be used elsewhere on campus. Evacuation plans have been created for Columbia College, and there will be a test run at those plans coming soon.

**AWE Report:** Elissa reported the SSEAC committee and AWE have combined forces to provide support to SSSP regulations and development. All classified staff are welcome to come to these meetings.

**Foundation Report:** Elissa reported on many of the staff changes that have happened in the foundation. Some of the scholarship duties that were the Foundations responsibility will be transferred back to Financial Aid. Fundraising topics were discussed for the Foundation.

**Signage Committee Report:** Michelle Walker discussed new ideas for new signs to come up around campus. They are looking at different prices for signs, and optimizing sign placement across campus.

**Q & A with Dr. Fairchilds:** \*Disclaimer
\*Many informal questions were asked during the Q&A and the following is a list of questions and responses that were most clear during the Q&A.

**Question:** What customer service do we provide to students in regards to offering courses in the catalog?

**Response:** There has been a roadmap for two years designed with creating the catalog. There is a disclaimer in the catalog that says “this is what we planned to do, but it might change”. One example of this is the Measure E bond. People will read it as xyz, but you can’t predict the future and say this is what we’re going to do regardless. There has been discussion of cohort type models for certain types of students. There are too many sections offered currently and the schedule needs to be tightened and the priorities need to be figured out. Why are classes cancelled? What compliments the current schedual and what conflicts with the current schedule? What minimum enrollment exceptions exist, and how can we better improve them?

**Question:** Repeatability is hurting HHP, what is being done about noncredit classes, and why we do not let our classes go for one week to fulfill enrollment?

**Response:** There is no optimum time to cancel classes. Discussion needs to take place about when the best time would be because everyone has a different opinion. These opinions about when classes should be cancelled are often conflicted with what other groups of people suggest. Trends in enrollment will lead to better fulfillment of classes. If there was proof to show that the first week would fulfill enrollment, then it would be considered. Repeatability is hurting colleges across the state. Analysis needs to be completed on who is enrolling, and there should be discussion about a possible lifelong learning model for students.

**Question:** What is being done to ensure faculty teach at the best suited time for students vs. when they want to teach a class?

**Response:** There are many challenges with determining scheduling, and the scheduling process is being discussed and analyzed.

**Question:** How does our program review effect scheduling? Does it actually help in determining which certificates and class offered? How often are they assessed?

**Response:** All certificates have advisory committees, and they are often used for job security. The certificates are also being analyzed to determine if some certificates should be combined, removed, or added. There are many areas that do not have many choices in terms of getting a certificate. The strategic plan, and community surveys should offer insight into which certificates and programs are needed most.

Meeting Adjourned at 12:10pm.