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**MOORPARK COLLEGE
C**lassified **S**enate
*The objective of this organization shall be to address the non-bargaining concerns of the classified employees and in the spirit of participatory governance work with college management in the development and implementation of college goals and objectives to promote campus community involvement, personal development, and collegiality.*

**MEETING NOTES**

**Thursday, October 4, 2012 | 12 – 1 p.m., Room A-138**

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| **POSITION** | **OFFICER NAME** | **ATTEND** |  | **AREA**  | **SENATOR NAME** | **ATTEND** |
| President | Maureen Rauchfuss | **X** |  | Administration/ Fountain Hall | Kathy McDonald Rojas |  |
| Vice President | Linda Sanders | **X** |  | LMC/ Physical Science | Elena Lucin | **X** |
| Treasurer | Peggy Spellman | **X** |  | Health Science/ Campus Center | Felicia Torres |  |
| Secretary | Katharine Boyd | **X** |  | Applied Arts/ Technology/ CDC | Allam Elhussini | **X** |
| Former President | Kim Watters |  |  | Performing Arts/ Communications | Vacant |  |
| **GUESTS** | **DEPARTMENT** | **ATTEND** |  | LLR/HSS | Vacant |  |
|  |  |  |  | Academic Center/ Gym/ M&O | Dianne Costabile | **X** |
|  |  |  |  | Music/ EATM | Gilbert |  |

| **TOPIC** | **ACTION** |
| --- | --- |
| 1. **CALL TO ORDER/INTRODUCTIONS**

Maureen Rauchfuss welcomed everyone in attendance and called the meeting to order.  | **The meeting was called to order at 12:00 p.m.** |
| 1. **ACTION ITEMS**
2. **Approval of Meeting Notes | July 5, August 2, August 30 and September 6, 2012 –** The Senate approved the minutes from the July 5, August 2, August 30 and September 6, 2012 meetings.
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| 1. **PUBLIC FORUM** – there were no guest speakers at this meeting.
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| 1. **REPORTS/ PRESENTATIONS**
	1. **Executive Board**
		1. **President –** Maureen Rauchfuss reported that this year’s Fall Fling will take place on Friday, October 12, 2012 at the Brandeis-Bardin campus in Simi Valley, and is open to all classified staff. Some of the Officers recently met with Pam Eddinger to discuss the results of the recent Holiday Luncheon survey. Despite the fact that the vast majority of survey responders do not want a luncheon this year, and, if anything, would prefer a classified-only event, Pam is insistent that the luncheon still be scheduled. She pointed out that a classified-only event would likely be divisive after so many years of including the faculty, and that once an event of that scale is discontinued, it can be almost impossible to re-establish at a later date. In light of the low morale on campus, she has encouraged the Officers to rally classified staff to persevere. She also offered to match every dollar raised by the luncheon, and contribute the money to scholarships. In return for continuing to host this event, however, classified staff should be permitted release time for their efforts. Due to the shortage in available help, the luncheon will also need to be considerably scaled back.
		2. **Vice President –** Linda Sanders reported that the Senate did not receive a single nomination for new senators this year, which may be a first in the Senate’s history. Diane Costabile volunteered to continue to serve as a senator for the Academic Center/Gym/M&O areas. Gilbert has also volunteered to continue representing Music and EATM (and now Performing Arts). It was also suggested that more people may volunteer to serve if they were allowed to leave their offices for the monthly Senate meetings. Offering food or tickets toward prizes would not necessarily work on a regular basis, though meetings with potlucks do see an increase in attendance at times.
		3. **Treasurer –** Peggy Spellman handed out the most recent budget report for the Senate. A $500 blanket purchase order account should be established with Costco in the near future, as well as a $200 blanket purchase order account with Office Depot.
		4. **Secretary –** Katharine Boyd reported that Skip Smith has had to officially retire as the M&O locksmith.
	2. **Area Representatives**
		1. **Communications/Administration/Fountain Hall (Kathy McDonald Rojas)**

Kathy was not present, but it was reported in her absence that Kathy Colborn is officially retiring and that Gail Wirth-Gurrola’s husband is home from the hospital. Fountain Hall staff are also working on the First Stop project, which is in its design stages and will hopefully be scheduled to begin next summer. * + 1. **Health Science Center/LMC/Physical Science (Elena Lucin)**

Elena reported that the staff in the Physical Science building continue to enjoy better air conditioning thanks to a recent renovation.* + 1. **Applied Arts/Campus Center/CDC (Allam Elhussini)**

More nutritious items may soon be offered in the Campus Center vending machines.* + 1. **LLR/HSS/Technology (Vacant)**

No new updates from these areas. * + 1. **Academic Center/Gym/M&O (Diane Costabile)**

Diane reported that construction will soon begin on the parking structure near the Gym. The volleyball team will also be hosting a fundraiser on October 27, 2012 to support athletics staff. For $25, guests get a ticket to the 1:00 pm volleyball game, a t-shirt, and a tri-tip lunch. Faculty are assisting with this event.* + 1. **Performing Arts/Music/EATM (Gilbert)**

Gilbert was not present, but it was reported in his absence that the Rendezvous at the Zoo will take place on October 11, 2012.* 1. **Participatory Representatives**
		1. **SEIU Updates (Felicia Torres)**

There was no new report from this area.* + 1. **Co-Curricular (Allam Elhussini)**

There was no new report from this committee.* + 1. **Education CAP (Vacant)**

There was no new report from this committee.* + 1. **Facilities CAP (Kim Watters)**

There was no new report from this committee.* + 1. **Fiscal Planning (Maureen Rauchfuss)**

There was no new report from this committee. * + 1. **Safety and Wellness Committee (Diane Costabile)**

The revised non-smoking policy was recently distributed to all faculty and staff, and will need review and feedback. The new policy would forbid smoking in the parking lots near the Child Development Center, the Health Science Center and the LMC.* + 1. **DCAA and DCAS (Maureen Rauchfuss)**

There was no new report from these committees.* 1. **Committees / Task Forces**
		1. **Holiday Luncheon (Vacant)**

An Officers’ meeting will take place next Monday, October 8 in order to further discuss the possibilities of this year’s Holiday event.* + 1. **Website Committee (Kim Watters)**

There was no new report from this committee.* + 1. **Bylaws Task Force (Vacant)**

There was no new report from this task force.* + 1. **Fundraising Committee (Allam Elhussini)**

Another upcoming See’s candy sale will be discussed at the next meeting. * + 1. **Scholarship Committee (Vacant)**

Allam reported that a requisition still needs to be entered for this spring’s $500 scholarship.* + 1. **Sunshine Committee (Maureen Rauchfuss)**

Maureen suggested planning a Halloween potluck as a morale booster for classified staff.  |  |
| 1. **NEW BUSINESS** – none.
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| 1. **ADJOURNMENT**
 | **Meeting adjourned at 1:00 p.m.** |

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| **HANDOUTS** | **MEETING CALENDAR 12/13****1st Thursday, 12-1 p.m., A-138** |
| **AGENDA** | 10/4/12 – **website and distributed** | **2012** | ~~7/5~~, ~~8/2~~, ~~8/30~~, ~~9/6~~, 10/4, 11/1, 12/6 |
| **MEETING NOTES** | 7/5/12, 8/2/12, 8/30/12, 9/6/12 – **distributed** | **2013** | 1/3, 2/7, 3/7, 4/4, 5/2, 6/6 |
| **MONTHLY BUDGET OUTLINE** | 10/4/12 – **distributed** |  |
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