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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, February 7, 2013 | 12 – 1 p.m., Room A-138**

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| **POSITION** | **OFFICER NAME** | **ATTEND** |  | **AREA** | **SENATOR NAME** | **ATTEND** |
| President | Maureen Rauchfuss |  |  | Communications/ Administration/ Fountain Hall | Kathy McDonald Rojas |  |
| Vice President | Linda Sanders | **X** |  | LMC/ Physical Science/Health Science Center | Holly Ramsey |  |
| Secretary | Katharine Boyd | **X** |  | Applied Arts/ Campus Center/ CDC | Vacant |  |
| Treasurer | Peggy Spellman | **X** |  | LLR/HSS/Technology | Gilbert Downs | **X** |
| Former President | Kim Watters | **X** |  | Academic Center/ Gym/ M&O | Dianne Costabile |  |
| **GUESTS** | **DEPARTMENT** |  |  | Performing Arts/Music/ EATM | April Hunt | **X** |
| Elena Lucin | Chemistry | **X** |  |  |  |  |
| Myhanh Tu | Chemistry | **X** |  |  |  |  |
| Aaron Kay | Information Technology | **X** |  |  |  |  |
| Dean Adams | Information Technology | **X** |  |  |  |  |
| Allam Elhussini | Business Services | **X** |  |  |  |  |
| Peggy Kinney | Business Services | **X** |  |  |  |  |
| Felicia Torres | Health Sciences | **X** |  |  |  |  |
| Armando Magallanes | F, M & O | **X** |  |  |  |  |

| **TOPIC** | **ACTION** |
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| 1. **CALL TO ORDER/INTRODUCTIONS**   Linda Sanders 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 Previous Meeting Notes**   The Senate approved the minutes from the October 4 and October 31 meetings, as well as the October 8 and October 22 Officers’ meetings. |  |
| 1. **PUBLIC FORUM** – there were no guest speakers at this meeting. 2. **REPORTS/ PRESENTATIONS**    1. **Executive Board**       1. **President –** Maureen Rauchfuss was not present, but Linda Sanders reported on her behalf that the Chancellor’s Council will be reviewing the Participatory Governance Handbook in March. This year’s 4CS Leadership Conference is scheduled for June 13 through June 15 in Sacramento. Anyone interested in attending should contact her for further details. She has also forwarded the 4CS email regarding professional development to all classified users.       2. **Vice President –** Linda Sanders had no report for this meeting.       3. **Treasurer –** Peggy Spellman handed out the most recent budget report for the Senate. Profit from the Holiday Luncheon came to $3,018. 85. A refund is also in progress from Famous Dave’s, due to the fact that caterers showed up late to the event and shorted the Senate by half of the purchased chicken.       4. **Secretary –** Katharine Boyd reported that interviews will be taking place next Thursday, February 14, for a new Maintenance Assistant II / Locksmith.    2. **Area Representatives**       1. **Communications/Administration/Fountain Hall (Kathy McDonald Rojas)**   Kathy was not present, but it was reported in her absence that Fountain Hall is preparing a schedule for this summer’s remodel.     * + 1. **Health Science Center/LMC/Physical Science (Holly Ramsey)**   Holly was not present, but it was reported in her absence that Felicia Torres now works in the Health Science Center on Mondays.   * + 1. **Applied Arts/Campus Center/CDC (Vacant)**   More nutritious items may soon be offered in the Campus Center vending machines.   * + 1. **LLR/HSS/Technology (Gilbert Downs)**   Gilbert reported that due to the increase of online textbook purchases this year, many more students are approaching the library in need of a physical book when the online shipments do not arrive on time. Over 3,000 books have been checked out from the library reserves so far, and there have been many more printing jobs as well. Dean Adams and Aaron Kay also reported that the I.T. Department is gradually moving the campus over to a new computer-based phone system.   * + 1. **Academic Center/Gym/M&O (Diane Costabile)**   Diane reported that the Moorpark College basketball teams are hosting a cancer awareness fundraiser with their games this weekend. Flyers were passed around to fellow Senators and Officers.   * + 1. **Performing Arts/Music/EATM (April Hunt)**   April reported that performances of this spring’s play will begin mid-semester.   * 1. **Participatory Representatives**      1. **SEIU Updates (Felicia Torres)**   Felicia reported that initial proposals for contract negotiations are now online, and that union stewards are hopeful of a better outcome with negotiations now that the District has a new Chancellor. The three union stewards for Moorpark College are Felicia, Dominga Chavez and Mickey Aguilar. Anyone who has an issue in their current work environment is encouraged to speak to a steward sooner rather than later. A 4/40 summer schedule may also be suggested soon, and put to a vote among classified union members.   * + 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)**   There was no new report from this committee.   * + 1. **DCAA and DCAS (Maureen Rauchfuss)**   There was no new report from these committees.   * 1. **Committees / Task Forces**      1. **Holiday Luncheon (Vacant)**   A review of this past luncheon reviewed that in addition to the lack of chicken from Famous Dave’s, there were also fewer desserts than usual and overall morale was lower. However, attendance was also higher than expected, particularly among the deans and management who had offered some assistance with the event.   * + 1. **Fundraising Committee (Allam Elhussini)**   Allam reported that there is no See’s Candy fundraiser planned at this time.   * + 1. **Sunshine Committee (Maureen Rauchfuss)**   Linda Sanders reported Maureen’s suggestion of combining the March Senate meeting with a St. Patrick’s Day potluck for classified staff. Anyone who wishes to donate green items to a themed raffle basket for the potluck may do so before March 1. |  |
| 1. **NEW BUSINESS** – Maureen had suggested the possibility of moving Officer elections from the fall to the spring, in light of the fact that the Oxnard College Classified Senate holds their elections at this time and the Ventura College Classified Senate is moving in that direction as well. According to the Bylaws, the election time change should be presented to classified staff in writing ten days before the next Senate meeting. This will give staff ample time to vote on the suggestion and, if it passes, the Bylaws can then be amended to reflect the change. |  |
| 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** |
| **MEETING NOTES** | 10/4/12, 10/8/12, 10/22/12 and 10/31/12 – **distributed** | **2012** | ~~7/5~~, ~~8/2~~, ~~8/30~~, ~~9/6~~, ~~10/4~~, ~~10/8~~, ~~10/22~~, ~~10/31~~, ~~12/6~~ (cancelled) |
| **MONTHLY BUDGET OUTLINE** | 2/7/13 – **distributed** | **2013** | ~~1/3~~ (cancelled), 2/7, 3/7, 4/4, 5/2, 6/6 |
| **BASKETBALL FUNDRAISER FLYER** | 2/7/13 – **distributed** |  |