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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, August 29th, 2013 | 12:00pm-1:00pm A-138**

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| **POSITION** | **OFFICER NAME** | **ATTEND** |  | **AREA** | **SENATOR NAME** | | **ATTEND** |
| President | Leanne Colvin | **X** |  | Communications / Administration / Fountain Hall | Kathy McDonald Rojas | | **X** |
| Vice President | Gilbert Downs | **X** |  | LMC / Physical Science / Health Science Center | Holly Ramsey | | **X** |
| Secretary | Ashley Chelonis | **X** |  | Applied Arts / Campus Center / CDC | Mickey Aguilar | | **X** |
| Treasurer | Allam Elhussini | **X** |  | LLR / HSS / Technology | Linda Sanders | | **X** |
| Former President | Maureen Rauchfuss |  |  | Academic Center / Gym / M&O | Dianne Costabile | | **X** |
| **GUESTS** | **DEPARTMENT** | **ATTEND** |  | Performing Arts / Music / EATM | April Hunt | | **X** |
| Conni Bittinger | Administration | **X** |  |  |  | |  |
| Peggy Kinney | Business Services | **X** |  |  |  | |  |
| Jason Lee | Foster & Kinship Care | **X** |  |  |  | |  |
| **TOPIC** | | | | | | **ACTION** | | |
| 1. **CALL TO ORDER/INTRODUCTIONS**   Leanne Colvin welcomed everyone in attendance and called the meeting to order. | | | | | |  | | |
| 1. **ACTION ITEMS**   **None** | | | | | |  | | |
| 1. **PUBLIC FORUM** – there were no guest speakers at this meeting. 2. **REPORTS/ PRESENTATIONS**    1. **Executive Board**       1. **President –** No planned agenda for this meeting, as it was the first meeting of the year and other committees and events had not reconvened or started yet.   ● Meetings will follow board meetings. Thursdays following board meetings at noon. Next Classified Senate Meeting planned for September 12th.   * + 1. **Vice President**     2. **Treasurer -** Treasurer requests to know if Classified Senate needs any open Purchase Orders for the year.     3. **Secretary**   1. **Area Representatives**      1. **Communications/Administration/Fountain Hall (Kathy McDonald Rojas)**      * + 1. **Health Science Center/LMC/Physical Science (Holly Ramsey)**     2. **Applied Arts/Campus Center/CDC (Mickey Aguilar)**     3. **LLR/HSS/Technology (Linda Sanders)**   Linda Sanders volunteered to fill this position for Gilbert.   * + 1. **Academic Center/Gym/M&O (Diane Costabile)**     2. **Performing Arts/Music/EATM (April Hunt)**   1. **Participatory Representatives**      1. **SEIU Updates**      2. **Co-Curricular**      3. **Education CAP**      4. **Facilities & Technology CAP**      5. **Faculty Development**   **●** District Committee is meeting to discuss implementation of the state mandate/recommendations for professional development inclusive of Classified. Survey will be sent out requesting classified employee’s input on training needs and preferences.  ● President has started discussions with Faculty Development Chairs regarding the inability of classified to attend Mandatory Flex morning activities due to campus schedule, last day before school starts, responsibility to students, etc. Further discussion on reasons why classified cannot attend or aren’t sure that they can.  ○ Suggestions included: Scheduling and advertising a specific time for the recognition part of the morning, Doing the recognition of classified at another time or event, Allowing offices/services to close so that classified can attend, Supervisors and deans specifically noting who in their department or division will be recognized and contacting those employees with permission to attend   * + 1. **Fiscal Planning**     2. **Safety and Wellness Committee**     3. **DCAA and DCAS**   1. **Committees / Task Forces**      1. **Holiday Luncheon (Maureen Rauchfuss)**   **●** Next meeting planned for September 10th?  ● President requests that if there are door prizes or giveaways of some form, the wealth should be spread amongst many and not few. Discussion about last year only having the silent auction and raffle and no door prizes.  ● Party planners getting quotes on catering from Reds, Woodranch, other suggestions   * + 1. **Fundraising Committee (Allam Elhussini)**   Discussion about purchasing See’s Candy to sell at campus events.   * + 1. **Sunshine Committee**   President: Recognizing groups separately instead of classified as a whole is a concern. One group is not harder working than another, and the message is divisive.  ● A breakfast during the year, where services/offices can open one hour late, is an alternative idea to lunches. Students and faculty could be notified ahead of time of office closure.  ● Discussion about new hire recognition: Are cups given to new hires, when they’re hired? Are name plates still made? President will look into ordering more, talking to M&O.  ● Other celebrations: Birthdays? Hire anniversaries?   * + 1. **Bylaws Task Force**     2. **Scholarship Committee** | | | | | | **Consensus was to buy one set of suckers to sell for $1 per pop as fundraiser and order more if needed.**  **Group consensus is to celebrate everything each month at Classified Senate meetings with cake. Treasurer confirmed budget for Costco cake.** | | |
| 1. **NEW BUSINESS** | | | | | |  | | |
| 1. **ADJOURNMENT** | | | | | | **Meeting adjourned at 1:00 pm.** | | |

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| **HANDOUTS** | **MEETING CALENDAR 12/13**  **1st Thursday, 12-1 p.m., A-138** |
| **MEETING NOTES** | | **2013** | ~~8/29~~, 9/12 |
| **MONTHLY BUDGET OUTLINE** | 8/29/13 – **distributed** | **2014** | |