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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, November 3, 2011 | 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 | **X** |
| 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 |  |
| Former President | Kim Watters |  |  | Performing Arts/ Communications | Vacant |  |
| **GUESTS** | **DEPARTMENT** | **ATTEND** |  | LLR/HSS | Micaela Aguilar | **X** |
| Marcela Hernandez | Health Science | **X** |  | Academic Center/ Gym/ M&O | Dianne Costabile |  |
| Myhanh Tu | LMC / Physical Science | **X** |  | Music/ EATM | Gilbert Downs |  |

| **TOPIC** | **ACTION** |
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| 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 | October 13, 2011**   The Senate approved the minutes for the October 13, 2011 meeting. |  |
| 1. **PUBLIC FORUM** – There were no speakers for the public forum. |  |
| 1. **REPORTS/ PRESENTATIONS**    1. **Executive Board**       1. **President –** Maureen Rauchfuss announced that due to a scheduling conflict, future senate meetings will take place on the first Thursday of every month. The date change has been reflected in the meeting agenda as well. Sharon Miller, unfortunately, will not be on campus for the remainder of the fall semester due to her husband’s ill health. She has a replacement on the Student Services Council until she returns. It is being discussed that class offerings for this coming summer are to be reduced by half. Timelines for classes are currently in negotiations, but they may only be offered as one eight-week session beginning in the middle of June. The Senate will also be donating a “family fun basket” to the December 3 Holiday Lights fundraising event. Senators were asked to think of possible items to contribute to the basket (such as movie tickets, board or card games, popcorn, etc.). The event is being advertised in the local community, and the goal is to receive enough donations for the entire LLR building to be lit with white lights at dusk. Campus administrators also hope that this will become a yearly event.       2. **Vice President –** Linda Sanders had no report for this meeting.       3. **Treasurer –** With help from Marcela Hernandez, Peggy Spellman presented her first detailed budget report of the year. The report reflects the $126.90 in revenue from See’s candy sales, as well as the purchase of paper goods from the Senate’s Costco blanket purchase order.       4. **Secretary –** Katharine Boyd informed the Senate that Skip Smith, the locksmith, has been severely ill this fall. Mark Clements and Allen Witt have been trying to help with key requests in his absence. Senators were encouraged to inform Katharine of any key requests that are still pending, so that she can assign them to Allen and Mark to be completed as soon as possible.    2. **Area Representatives**       1. **Administration/Fountain Hall (Kathy McDonald Rojas)**   Kathy reported that the schedule for the spring semester is now available online, and that special advance registration begins next week on November 7. Regular registration will begin the following week, on November 14. Marcela informed the Senate that Glenela Rajpal, who works in Administration, is also expected to go on maternity leave soon as her baby is due on December 25.     * + 1. **LMC/Physical Science (Elena Lucin)**   Elena reported that the vacuum doors in Physical Science were stuck last week due to excess negative pressure, but have since been fixed.   * + 1. **Health Science/Campus Center (Felicia Torres)**   In Felicia’s absence, Marcela Hernandez reported that during yesterday’s power outage, the Health Science Center was one of a few buildings that had no functioning bathrooms. Maureen Rauchfuss responded by stating that she is compiling a list of comments regarding the outage, which she will cite in her report to the Student Services Council next week.   * + 1. **Applied Arts/Technology/CDC (Allam Elhussini)**   No new updates from these areas.   * + 1. **LLR/HSS (Micaela Aguilar)**   Mickey reported that John Dobbins was recently hired as a new supervisor in the LLR / HSS area.   * + 1. **Academic Center/Gym/M&O (Diane Costabile)**   No new updates from these areas.   * + 1. **Music/EATM (Gilbert Downs)**   No new updates from these areas.   * + 1. **Performing Arts/Communications (Vacant)**   Marcela Hernandez reported that Krista Mendelsohn was recently  hired as her Clerical Assistant II replacement for the Performing Arts  area.   * 1. **Participatory Representatives**      1. **SEIU Updates (Felicia Torres)**   There was no new report from this committee.   * + 1. **Co-Curricular (Allam Elhussini)**   There was no new report from this committee.   * + 1. **Education CAP**   Maureen reported that she may attend the next Ed CAP meeting, since she has been invited as a courtesy, and there currently is not an official representative in the Senate for this committee.   * + 1. **Facilities CAP (Kim Watters)**   There was no new report from this committee.   * + 1. **Fiscal Planning (Kim Watters and Maureen Rauchfuss)**   Maureen reported that she and Kim were at the last Fiscal Planning meeting with Riley Dwyer and Iris Ingram reviewed at length how money is divided within the District each year.   * + 1. **Ethics**   There was no new report from this committee.   * + 1. **Safety**   There was no new report from this committee.   * + 1. **Wellness**   Peggy Spellman reported that there is a concerted effort on campus to make Moorpark College completely smoke-free, including the parking lot areas, but according to Pam Eddinger this could negatively interfere with union negotiations. Several people are confused as to what the negotiations have to do with becoming a smoke-free campus. On Wednesday, November 30, there will be a joint meeting between the Safety, Wellness and Campus Environment Committees in order to further determine smoking policies on campus.   * + 1. **DCSL (Maureen Rauchfuss)**   Maureen reported that the committee is in the process of revamping the early alert system, and that the District has hired an outside consultant to oversee their meetings for the coming year.   * 1. **Committees / Task Forces**      1. **Holiday Luncheon (Kim Watters)**   Centerpieces have been purchased for the luncheon tables, but not much is yet known about the silent auction. Marcela did manage to secure a donation for a night’s stay from the Grand Vista Hotel.   * + 1. **Website Committee (Kim Watters)**   Kim will continue to update the Senate website.   * + 1. **Fundraising Committee (Allam Elhussini)**   Senators were encouraged to spread the word of See’s candy sales throughout their departments.   * + 1. **Scholarship Committee (Kim Watters)**   There was no new report from this committee.   * + 1. **Sunshine Committee (Maureen Rauchfuss)**   This year’s Halloween potluck was a small but successful gathering. Mickey Aguilar is no longer serving on this committee, but Kathy McDonald-Rojas volunteered to serve in her place. |  |
| 1. **NEW BUSINESS** – none. |  |
| 1. **ADJOURNMENT** | **Meeting adjourned at 1:00 p.m.** |

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| **HANDOUTS** | **MEETING CALENDAR 11/12**  **1st Thursday, 12-1 p.m., A-138** |
| **AGENDA** | 11/3/11 – **Distributed** | **2011** | ~~8/11~~, ~~9/15~~, ~~10/13~~, ~~11/3~~, 12/1 |
| **MEETING NOTES** | 10/13/11 – **Distributed** | **2012** | 1/5, 2/2, 3/1, 4/5, 5/3, 6/7 |
| **BUDGET OVERVIEW – Distributed** |  |
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