



MOORPARK COLLEGE
CLASSIFIED SENATE

MOORPARK COLLEGE Classified Senate

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, January 20, 2011 | 12 – 1 p.m., A-138

POSITION	NAME	ATTEND	AREA REPRESENTATIVES	NAME	ATTEND
President	Kim Watters	X	Administration/ Fountain Hall	Kathy McDonald Rojas	X
Vice President	Maureen Rauchfuss	X	LMC/ Physical Science	Elena Lucin	X
Treasurer	Marcela Hernandez	X	Health Science/ Campus Center	Felicia Torres	
Secretary	Katharine Boyd	X	Applied Arts/ Technology/ CDC	Allam Elhussini	
Former President	Donna Santschi		Performing Arts/ Communications	Janeene Nagaoka	X
GUESTS	NAME	ATTEND	LLR/HSS	Micaela Aguilar	
			Academic Center/ Gym/ M&O	Dianne Costabile	X
			Music/ EATM	Gilbert Downs	

TOPIC	ACTION
I. CALL TO ORDER/INTRODUCTIONS Kim Watters welcomed everyone in attendance and called the meeting to order.	The meeting was called to order at 12 p.m.

TOPIC	ACTION
<p>II. ACTION ITEMS</p> <p>A. Approval of Meeting Notes December 16, 2010</p>	<p>The December 16, 2010 Meeting Notes were approved as distributed.</p>
<p>III. PUBLIC FORUM</p>	<p>There were no speakers for the public forum.</p>
<p>IV. REPORTS/ PRESENTATIONS</p> <p>A. Executive Board</p> <p>i. President – Kim Watters informed the Senate that this year's annual Classified Leadership Institute will meet from June 23 to June 25, 2011 in Ventura, California. Unfortunately it is very expensive; anyone who wishes to go can ask, but the majority of cost will be out-of-pocket for the Senate. A portion of the cost, however, may be paid by the College if the participant is a presenter. In other news, Kerry Mehle recently presented the Senate's finished plaque to County Schools Federal Credit Union as a thank-you for their many generous donations.</p> <p>ii. Vice President – Maureen Rauchfuss had no report.</p> <p>iii. Treasurer – Marcela Hernandez presented a detailed budget report for senators to review. The report reflects the fact that Classified Senate now has personalized official seals, flyers, stationery, etc. Senate money should also be protected in the face of upcoming budget strains.</p> <p>iv. Secretary – Katharine Boyd announced that paperwork should soon go to the District Office for a provisional plumber. She also reminded the Senate that, per Jack Rager, the Maintenance Supervisor, buildings that have their HVAC shut down over the weekend can sometimes take a while to warm up on Monday mornings. They should be given some time for the temperature to adjust, but the M&O department should be called if a building has still not reached proper temperature by noon.</p> <p>B. Area Representatives</p> <p>i. Administration/Fountain Hall (Kathy McDonald Rojas) Kathy reported that while campus enrollment numbers are down, they are less than 5%; there are currently 15,122 students registered this semester.</p>	

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<p>ii. LMC/Physical Science (Elena Lucin) Elena reported that Myhanh Tu has returned to work. She also mentioned that the Physical Science building has an ongoing problem with fluctuating temperatures in certain rooms, while others remain stable. This may be due to the fume hoods.</p> <p>iii. Health Science/Campus Center (Felicia Torres) No new updates for these areas.</p> <p>iv. Applied Arts/Technology/CDC (Allam Elhussini) No new updates for these areas.</p> <p>v. LLR/HSS (Micaela Aguilar) No new updates for these areas.</p> <p>vi. Academic Center/Gym/M&O (Diane Costabile) Diane announced that Del Parker has retired from the faculty, but is staying on as the Kinesiology and Health Department Chair. There is also a new personal training program in the Fitness Lab, which has seen some refurbishing. The whole Gym is scheduled to be remodeled after the campus parking structure is complete. Spring sports will begin soon as well. A cancer awareness basketball event is scheduled statewide for Wednesday, February 16, and our campus is participating.</p> <p>vii. Music/EATM (Gilbert Downs) No new updates from these areas.</p> <p>viii. Performing Arts/Communications (Janeene Nagaoka) Janeene announced that she has moved into her new office in Comm-149, which has a patchwork of different countertops but also has a window and air conditioning.</p> <p>C. Participatory Representatives</p> <p>i. SEIU Updates (Felicia Torres) Felicia was not present, but Kim announced that the tentative agreement between the District Board and SEIU has been pulled pending language clarification. Campus reports have also been moved to the end of all future Board meetings.</p>	

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<p>ii. Co-Curricular (Allam Elhussini) There was no new report from this committee.</p> <p>iii. Education CAP There was no new report from this committee.</p> <p>iv. Facilities CAP (Kim Watters) There was no new report from this committee.</p> <p>v. Fiscal Planning (Dominga Chavez, Maureen Rauchfuss) There was no new report from this committee.</p> <p>vi. Ethics There was no new report from this committee.</p> <p>vii. Safety (Diane Costabile) Diane informed the senate that Candy Lidstrom is no longer a part of this committee; she now attends in her place. There is no other news for the time being.</p> <p>viii. Wellness – An updated roster is needed for this committee.</p> <p>ix. DCSL (Maureen Rauchfuss) There was no new report from this committee.</p> <p>D. Committees / Task Forces</p> <p>i. Holiday Luncheon (Kim Watters) Gilbert Downs was not present, but Kim reported that he has informed her of his intention to begin fundraising for this event in April. Senators were encouraged to think of possible themes for décor. One suggestion would involve projecting photos of classified staff on the wall, either by the chance drawing area or in the conference rooms where food is served.</p> <p>ii. Website Committee (Kim Watters) Kim reported that she recently updated the website, and that anyone who would like to join this committee is welcome.</p>	

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<p>iii. Fundraising Committee (Allam Elhussini) Allam was not present, but Kim announced that another See's candy sale will probably be organized around Easter this year, due to the success of the previous sale.</p> <p>iv. Scholarship Committee (Kim Watters) Kim will meet with Margaret Ramos soon regarding this committee. Its control is now mostly with the Senate.</p> <p>v. Delineation of Duties (Kim Watters) This information will need to come from our local SEIU spokesperson.</p> <p>vi. Sunshine Committee (Maureen Rauchfuss) Maureen presented the committee's first meeting notes and project proposals of the year, which were composed on January 4, 2011. The main purpose of this committee is to provide moral support for classified staff through all major life events (birthdays, weddings, new babies, deaths in the family, etc.), but she reminded everyone to share any news they have about themselves or a coworker, since the committee can only act upon the news that they are given. One project proposal from the committee involves the use of either the Campus Center Conference Rooms or the Classified Senate office after work hours for the purpose of creating handmade greeting cards for staff. A number of these cards would also be sent overseas in care packages to U.S. soldiers. The materials would be of no cost to the Senate, since Maureen has the necessary supplies from her card-making business. Perhaps a few refreshments could also be provided by the Food Court if they were asked. She did suggest \$500 for the committee's budget for this fiscal year, in anticipation of the volume of cards and/or plants that may need to be sent to staff. Updates to the budget could then be reported regularly, similar to Marcela's treasury reports.</p>	<p>The Senate approved a \$500 budget for the Sunshine Committee, and endorsed its use of the Campus Center Conference Rooms and/or the Classified Senate office for creating handmade greeting cards.</p>
<p>V. NEW BUSINESS – a Facebook page was suggested for the Senate, but there is already a page for the College in general, so perhaps a Senate link could be added to that.</p>	
<p>VI. ADJOURNMENT</p>	<p>Meeting adjourned at 1:00 p.m.</p>

HANDOUTS	MEETING CALENDAR 10/11 2 nd or 3 rd Thursday, 12-1 p.m., A-138
AGENDA 1/20/11 – Senate Website and Distributed	2010 9/16, 10/14, 11/11, 12/16
MEETING NOTES 12/16/10 – Senate Website and Distributed	2011 1/20, 2/17, 3/17, 4/21, 5/19, 6/16
BUDGET OVERVIEW – Distributed	
SUNSHINE COMMITTEE MEETING NOTES AND PROJECT / BUDGET PROPOSALS 1/4/11– Distributed	