



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, November 11, 2010 | 12 – 1 p.m., A-138

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

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
II. ACTION ITEMS A. Approval of Meeting Notes September 16, 2010 and October 14, 2010	The September 16, 2010 Meeting Notes and the October 14, 2010 Meeting Notes were approved as distributed.
III. PUBLIC FORUM	There were no speakers for the public forum.
IV. REPORTS/ PRESENTATIONS A. Executive Board <ul style="list-style-type: none"> i. President - Kim Watters thanked all departing senators (Kim Korinke, Vance Manakas, and Linda Sanders) for their service; they will be presented with certificates signed by the Executive Board. Incoming senators (Kathy McDonald Rojas, Allam Elhussini, Gilbert Downs, Diane Costabile and Elena Lucin) were welcomed as Kim explained that their main duty will be communication between their fellow classified staff and the Senate. Detailed information about the Senate and its duties can also be found on the Senate website. A call was put out for new committee chairs as well. There is also a Veterans' Day ceremony taking place today at 1:30 pm, which everyone is encouraged to attend if they are able to do so. Kim also had plans to attend the recent District Consultation Committee meeting, but was unable to make it. She will have more information at the next meeting. ii. Vice President - Maureen Rauchfuss expressed gratitude to Kim Watters, Felicia Torres and Linda Sanders, who all took part in counting ballots for the Election Committee. Departing senators were thanked for their service during the past year. Incoming senators will have a two-year term. iii. Treasurer - Marcela Hernandez was not present, but had prepared a detailed budget report for Kim Watters to review. The report reflects the recent deposit paid to Famous Dave's for the upcoming holiday luncheon, as well as the recent donations made during the Halloween potluck and the \$550 for the Scholarship Committee so far. iv. Secretary - Katharine Boyd announced the arrival of Armando Magallanes, the new campus HVAC mechanic, and encouraged senate members to introduce themselves when they see him. Faculty and staff have also noticed a beeping sound from their 	

TOPIC	ACTION
<p>alarm panels today; this is due to the fact that the fire alarm in Applied Arts is currently being repaired. The noises from the alarm are annoying, but will be intermittent until the Applied Arts work is complete. In the meantime, there is no need for concern because no emergency is happening. Patience is appreciated at this time.</p> <p>B. Area Representatives</p> <ul style="list-style-type: none"> i. Administration/Fountain Hall (Allam Elhussini) Allam reported that registration for next semester's classes will begin next week. ii. LMC/Physical Science (Elena Lucin) Due to the recent winds, the Physical Science Building has increased chemical odors in some of the lab areas. Staff in the LMC are also preparing for their move to the new Health Science Center next summer or fall. iii. Health Science/Financial Aid/EOPS (Kathy McDonald Rojas) No new updates from these areas. iv. Academic Center/Campus Center/ACCESS (Felicia Torres) Felicia reported that the registers in the Campus Center will only accept cash in the event of a power outage; ATM cards cannot be read. Crystal Wise is also expecting her first child and is taking some time off. Nan is substituting for her in the Health Science department for now. v. Applied Arts/Technology/CDC (Janeene Nagaoka) Janeene reported that unfortunately, Claudia Stewart's mother passed away. The Sunshine Committee will send her an arrangement when she returns to campus. vi. LLR/HSS (Michaela Aguilar) Mickey reported that Marie Montez is a temporary new employee in the LLR. No new updates from HSS. vii. Trailers/Gym/M&O (Diane Costabile) Dianne reported that a classified staff member recently asked her to explain how "bumping" works, and she wanted to make sure 	

TOPIC	ACTION
<p>that she had the correct information before she issued a response. Felicia explained that in the event of a layoff, a classified employee can “bump” the least senior person in his or her job classification. If the job in question has been eliminated completely, then the affected classified employee can apply for other open jobs for which he or she is qualified. However, the details of this process have also been known to change at the District level.</p> <p>viii. Music/EATM/PA/COM (Gilbert Downs) No new updates from Communications, but Performing Arts will soon be putting on some December entertainment. “Boo at the Zoo” was a great success at EATM during Halloween, and in December there are plans for snow and “arctic lights” in the area.</p> <p>C. Participatory Representatives</p> <p>i. SEIU Updates (Felicia Torres) Felicia reported that the Union is currently at an impasse with the District Board due to a disagreement over eliminating benefits for part-time employees. There is a concern that if part-time benefits are up for elimination, any full-time employee whose schedule is altered afterwards would lose benefits as a result of being “reclassified” as part-time. The District also cannot guarantee that there will be no future layoffs. Meanwhile, employees who currently work alternate 40-hour work weeks should soon expect some guidance regarding how to account for holiday pay on their absentee reports. The idea behind the alternate work weeks was originally to provide better services to students, especially during “off” hours when many students take evening classes. However, employees should know that they are not required to work an alternate 40-hour work week if doing so would truly cause a problem.</p> <p>ii. Co-Curricular (Allam Elhussini) This committee has awarded \$19,000 so far this year, but they only have a budget for \$23,000 altogether. Allam will bring exact figures to the next meeting.</p> <p>iii. Education CAP (Donna Santschi) There was no new report from this committee.</p>	

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<p>iv. Facilities CAP (Kim Watters) Trailers 9, 10, 11 and 12 may soon have a mock solar roof for the Environmental Science department to study. Fencing and a nearby container will need to be set up as well, in order to keep the area clean and secure.</p> <p>v. Fiscal Planning (Dominga Chavez, Maureen Rauchfuss, Mark Clements) The process for recommending new hires will be modified to be more streamlined. Mark Clements may not remain on the committee; the Union may have to put out a call for another representative.</p> <p>vi. Ethics There was no new report from this committee.</p> <p>vii. Safety (Allam Elhussini) There was no new report from this committee.</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. Annual Staff Holiday Luncheon Committee (Kim Watters) Gilbert Downs is seeking donations to help with the luncheon, and has received a few positive responses so far. Kim has also sent out invitation flyers announcing the need for volunteers.</p> <p>ii. Fundraising Committee (Allam Elhussini) The See's Candy fundraiser has brought in \$250 so far. Hopefully the \$650 goal will be reached soon in order to earn free shipping.</p> <p>iii. Scholarship Committee (Maureen Rauchfuss) Maureen will bring current committee information to the January senate meeting.</p>	

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<p>iv. Delineation of Duties (Kim Watters) This information will need to come from Dan Casey, our local SEIU spokesperson.</p> <p>v. Sunshine Committee (Donna Santschi) This committee will soon need a new chair due to Donna's impending retirement.</p>	
<p>V. NEW BUSINESS – none at this time.</p>	
<p>A. 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	
<p>AGENDA 11/11/10 – Distributed</p>	<p>2010</p>	<p>9/16, 10/14, 11/11, 12/16</p>
<p>MEETING NOTES 9/16/10 and 10/14/10 – Senate Website & Distributed</p>	<p>2011</p>	<p>1/20, 2/17, 3/17, 4/21, 5/19, 6/16</p>
<p>BUDGET OVERVIEW – Distributed</p>		