



## CLASSIFIED SENATE MEETING MINUTES – Thursday, December 8, 2016

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### **PRESENT:**

Melissa Andrewin, Marlene Espina, Eva Figueroa, Zak Gallegos, Donna Lee, John Lewallen, Gloria Munguia, Caitlin Rodriguez

Meeting called to order at 1:07 pm.

### **PUBLIC COMMENTS:**

No public comments

### **APPROVAL OF MINUTES:**

The October and November minutes will be submitted for approval in the January 2017 Classified Senate Meeting.

### **PRESIDENT'S REPORT:**

The Valentine's Day Event has been scheduled for February. 14<sup>th</sup>, 2017. Senator Rodriguez will reserve the location and will submit the facilities request to Event Services. Further details of the event including giveaway prizes, station set up, and activities will be discussed in the January 2017 classified senate meeting.

Election for the Vice President of the classified senate will be held in the next meeting.

### **TREASURER'S REPORT:**

Treasurer Lee reported that the Expense Account presently has a balance of \$3,124.00

The Non-Instructional Supply account posted a transaction of \$155.00 for Sodexo catering of the Halloween Event. The account currently holds a balance of \$845.00.

A fund transfer to is anticipated for purchase of Classified Senate promotional items (*personalized logo sport bottles.*)

No activity has occurred in the Conference and Travel account. The current balance is \$1,686.00.

### **PRESIDENT'S ADVISORY COMMITTEE (PAC):**

No report was provided at this time. Senator Nairne-Proulx was unable to attend meeting due to a department commitment.

### **VOICES:**

The committee is seeking for an administrative home. One option that has been considered is becoming part of the Professional & Organizational Development (POD). This will allow the committee to become more formal under the supervision of PAC.

**CSEA:**

President Lewallen and Senator Gallegos will be on the upcoming elections committee. Senator Zak is trying to work with CSEA to donate money to Classified Senate.

**STUDENT OF DISTINCTION:**

Senator Cash was unable to attend the meeting. However, the following report was submitted via email to Classified Senate. The committee will be implementing an online nomination process. You will notice that the nomination period will be reduced considerably. This is because we must wait until fall 2016 grades are posted in order to check eligibility. Nominations will be accepted through the Employee Portal January 12, 2017 through January 31, 2017. On Saturday, May 13, 2017, students and educators will be honored at the annual students & Educators of Distinction Awards luncheon sponsored by the Associated Students. Students who are selected to receive this prestigious award will receive \$800.00 in scholarship on behalf of the Associated Students, a plaque, and several legislative commendations.

**ACCREDITATION STEERING COMMITTEE:**

No report was provided at this time. Senator Dzib was unable to attend the meeting.

**STUDENT EQUITY COMMITTEE:**

No report was provided at this time. Representative Rodriguez was unable to attend the meeting.

With no further business at hand, this meeting was adjourned at 1:21 p.m.

The next Classified Senate meeting is scheduled for Thursday, January 12, 2017 in building 4 room 2460.