



CLASSIFIED SENATE MEETING MINUTES – February 7, 2013

Present:

Naomi Abesamis, Rosa Asencio, Robin Cash, Christina Estrada, Donna Lee, John Lewallen, Carol Nelson, Marian Popa, Obdulia Reynoso, DeeJay Santiago, Randy Smith, Darlene Vale, Michelle Williams

Public Comments:

There were no public comments at this time.

President DeeJay Santiago called the meeting to order at 1:10 p.m.

Approval of Minutes:

January meeting minutes were approved by John Lewallen and followed by a second vote from Robin Cash.

Election Results:

Classified Senators re-elected DeeJay Santiago to serve a second term as president.

President's Report:

DeeJay reported the following:

- The Chancellor's office and the California Community College Board of Governors are currently accepting nominations for the Classified Employee of the year award. Nomination Packets will be distributed to classified employees during the Valentines Coffee Hour event on February 14, 2013. Applications can be submitted, via campus mail, to DeeJay Santiago (Building 66) or via email at classifiedsenate@mtsac.edu by Wednesday, February 27.
- POD (*Professional & Organizational Development*) in partnership with the CPDC (*Classified Professional Development Council*) has asked for classified Senate assistance in promoting the Professional Development Day scheduled for Wednesday, February 20, 2013.

Treasurer's Report:

Treasurer Donna Lee reported there was some activity to the expense account and currently the balance is \$3947.56 for February 2013. Treasurer, Donna reminded Classified Senate that Non Instructional Supply account should be spent by June 30, 2013 currently the account has a balance of \$613.31

CPDC (Classified Professional Development Council):

The campus will remain open during Classified Professional Development Day on Wednesday, February 20, 2013. Dr. Burley will be notifying managers that employees could be released from work to attend the professional development sessions.

A campus wide announcement email was sent out to classified employees listing the Professional Development morning and afternoon sessions.

PAC President's Advisory Council:

No report was given at this time.

CSEA :

Chapter 262 members will be setting up an informational table at the Classified Coffee Hour Event.

VOICES:

Senator Naomi Abesamis reported that employee recognition efforts continue.

- Ten MT. SAC employees have been identified to present their campus jobs.
- A meeting will be scheduled with Melissa Berkeley to create a video that will capture behind the scene shots of each candidate.

STUDENTS OF DISTINCTION:

Senator Naomi Abesamis reported that nominee forms have been distributed. The next meeting is scheduled for March 6, 2013.

Government Affairs Advisory Committee:

Senator's Christine Estrada & Obdulia Reynoso will be serving in the Government Affairs Advisory committee. The first meeting is tentatively scheduled for March 7, 2013.

CLASSIFIED NEWSLETTER:

Senator John Lewallen met with CB (*Clarence Brown*) Director of Marketing to review options for the Classified Senate newsletter. The idea is to create and maintain an electronic link on the Campus Connection page to avoid redundancy of themes. The Classified Senate link would include topics of interest tailored to all classified campus employees including CSEA 262 & 651 chapters.

CLASSIFIED COFFEE HOUR EVENT:

- The planning subcommittee had its first meeting in January to polish out details of the event. The discussion included order of remembrance gifts, decorations, raffle prizes, food and drinks, and senator donations.
- In an effort to collect qualitative feedback from the attendee's Senator John Lewallen is currently working on FAQ's.
- The event will be held on February 14, 2013 from 2:00 pm – 4:00 pm
- On February 13, 2013 subcommittee members will meet to finalize details of the event.

CLASSIFIED RECOGNITION CEREMONY:

Senator Donna Lee suggested that "The Classy's" subcommittee should meet as soon as possible to coordinate details of the 2013 classified recognition ceremony. In the next couple of weeks an email will be sent out to senators inviting them to join the subcommittee.

Other:

President DeeJay, reminds Senators to consider managers that might be available to serve as guest speakers at the 2013 Classy's ceremony.

With no further business at hand, this meeting was adjourned at 2:15 p.m.
The next meeting is scheduled for Thursday, March 14, 2013 in Founders Hall.