



CLASSIFIED SENATE MEETING MINUTES – April 10, 2014

PRESENT:

Rosa Asencio, Robin Cash, Diana Dzib, Eva Figueroa, Donna Lee, John Lewallen, Carol Nelson, Marian Popa, Beth Quinlan, Obdulia Reynoso, DeeJay Santiago, Randy Smith, Darlene Vale, Michelle Williams

President Santiago called the meeting to order at 1:03 pm.

PUBLIC COMMENTS:

There were no public comments at this time.

Guest: Stacey Gutierrez, Manager of Professional Development & Employee Engagement from the Department of Human Resources.

APPROVAL OF MINUTES:

Motion to approve the March 13, 2014 minutes was made by John Lewallen and seconded by Robin Cash.

PRESIDENT'S REPORT:

Welcome Stacey Gutierrez, Manager of Professional and Organizational Development. Mrs. Gutierrez had the opportunity to meet senators and discuss the future goals of POD. Her visit was very informative and promoted valuable feedback and suggestions from Classified Senate.

The 2014 Classified Recognition Ceremony committee is at its final stage. Senator Lewallen and Senator Lee have worked diligently to bring this event together.

The deadline to submit nomination for the Classified Excellence Awards is Friday, April 11, 2014. The winners will be announced on Wednesday, May 21, 2014 at the 2014 Classys.

The Pint Challenge Blood Drive is scheduled for Tuesday, May 27, 2014. The blood mobile will be stationed by the Student Life building. Senators were encouraged to help promote the event.

The Mt. SAC Classified Senate entered the 2014 4CS Senate Website Competition. Jeff George assisted with the creation of the website album.

TREASURER'S REPORT:

Treasurer Lee reported that \$200.00 was allocated from the expense account to purchase award frames and a few other items for the Classys Event. The current account balance is \$3101.11.

The Non-Instructional Supply has a current balance of \$11.00 after a transaction posted for the amount of \$50.00 from office depot.

\$1,100.00 was withdrawn from the Conference and Travel Account for President Santiago to attend the Classified Leadership Institute. The account has a remaining balance of \$518.80.

CPDC (Classified Professional Development Council):

Mrs. Stacey Gutierrez, manager of POD was introduced at the CPDC meeting on April 3, 2014. During this meeting Mrs. Gutierrez stated that POD will continue to provide trainings and offering a variety of resources in 2013-2014, this to leverage when planning for employee professional development.

The New Employee Welcome for classified employees will be conducted twice a year. Classified Senate has been asked to assist and provide a brief presentation to all new employees in the Spring 2014.

Classified Senate will further assist by providing workshop ideas and topics for Fall Convocation. Senator Dzib suggested having an in-service or training working with psychologically impaired persons. Other topics of interest include dealing with difficult people, True Color Workshops. From experience, Senator Cash recommends using a Myer's Brigg type workshop.

PAC (President's Advisory Committee):

Senator Nelson reported that a Task Force has been established to discuss details of the future Student Housing Development Project. The task force will be responsible of reviewing the details of the project including location, property management and parking impact.

VOICES:

Senator Figueroa reported that voices is currently focusing on employee awards including the Champion Award and the President's Award.

CSEA:

No report was given.

STUDENTS OF DISTINCTION:

Senator Cash reported that the deadline to submit student nominations is April 23, 2014. A campus announcement will be emailed to campus employees with the details of the event.

ASC (ACCREDITATION STEERING COMMITTEE):

The committee attended New Accreditation Regulations training in an effort to better prepare for the Fall 2016 accreditation team visit.

GAAC (Government Affairs Advisory Committee):

No update or report was provided. The committee has not met.

With no further business at hand, this meeting was adjourned at 2:03 p.m.

The next Classified Senate meeting is scheduled for May 8, 2014 in Founders Hall.