

**Skyline College**  
**Classified Council Meeting**  
**Minutes**

Thursday, February 7, 2013  
12:00 pm to 1:00 pm

**Present:** Linda Allen, Glenda Benavides, Kristina Brower, Barbara Daley, Kathy Fitzpatrick, Nancy Lam, Barbara Lamson, Julie Lamson, Adolfo Leiva, John Saenz

Linda Allen said we will not be approving the minutes from the December meeting.

**Treasurer Report:** Barbara Lamson said we have \$3,642.94, and is holding in reserve for scholarship money \$864.00, money raised from the fundraising; we still have \$629.24 from the PEDAC money that was promised us. We have a profit of \$997.60 from the fundraising. We need to decide at some point how much scholarship and how many we want to give this year. Barbara Daley asked if we checked how much we have in the Foundation Fund and Barbara Lamson said not yet. Barbara Daley said it should be under the Classified Council Scholarship Fund if the donors set it up specifically for that, otherwise it would just go to the general funds. We need to check with Roxanne Brewer at District.

**Classified Council & Academic Senate:** Linda said Leigh Anne Shaw could not be with us today but she sent an update. The Academic Senate's goal is to look into creating an office space on campus, but since space is a premium this most likely would not happen till further constructions are completed.

Leigh Anne Shaw has been asked by ASSC to serve on the State Student Equity Workroom for Spring 2013 representing special need students, and may need to exchange information with Classified staff that work in DRC, ESOL, EOPS and other departments that work with special need students. They are in the process of creating a new Academic Senate Handbook, Nick Capp and Kate Browne are working on the handbook. All information is on their website. They are also in the process of revising their Constitution and Bylaws, and Chip Chandler and Art Takayama are heading that. The Senate understands the Classified Council is interested in becoming a Senate, and they welcome any exchange of information.

**Committee Report:** Kathy Fitzpatrick reported on District Shared Governance. She said the discussion was on whether it is shared or participatory, and it has been a huge discussion at CSM and Canada, whereas there has been none at Skyline. Next week the Academic Senate at CSM and Canada will be looking into it. Canada's Classified is a Senate but CSM does not even have a Classified Council, so how can it be shared even though we do not have a vote at the District Governance. She will bring back further information when she hears more.

Nancy Lam asked if CSM was going to bring back the Classified Council, and Linda Allen said this was something she was going to bring up later in the meeting when we had a chance to go over some of the other matters on the agenda.

Linda said since there is a District Academic Senate, why not a District Classified Senate, Nancy asked whether it means combing all three campuses. Linda said she was going to look into CSM why they do not have a Classified Council, and Kathy said maybe Skyline and Canada combined together should ask that since we are looking to become a Senate too. Barbara Daley suggested have a District Retreat for Classified to discuss this issue, she said there used to be a lot of this kind of meetings/retreats, but it has kind of gone by the wayside.

At least here at Skyline, we as the Classified Council have made efforts to hold meetings, and even changed the meeting time to the lunch hour hoping to encourage more people to attend. Adolfo Leiva said we at least try to make our presence known, but when he was President of the Classified Council at the District Shared Governance meetings, there was never enough time for feedbacks. Kathy Fitzpatrick said that is why we need to clarify whether it is shared or participatory.

**Fundraiser:** Kathy Fitzpatrick said we will be doing See's Candies fundraising again this year for Easter and in the Fall. We need at least \$600 in sales, if we do not reach that, then she was just going to buy gift certificates to make up the amount. She handed out the fundraising forms and will send out the large posters for hanging. The orders are due by March 8<sup>th</sup> and delivery will be March 18<sup>th</sup>.

**Constitution Bylaws:** Linda Allen asked if anyone had any comments on the grammar/wording on the contents of the draft she sent out. Discussions were made on the Purpose and Mission, and Vision was suggested to be added to align with the College's. Corrections were suggested here and there, and Linda said she would re-type the whole thing. The issue of whether short-term employees were allowed to vote came up, and Linda said she would look into it. Short-term employees were not eligible to run for office. Due to time, the review for the Constitution Bylaws was not completed and was tabled for further discussions at other meeting.

**Next Meeting: To be announced**

Respectfully submitted,  
Nancy Lam, Secretary