

Skyline College
Classified Council Meeting
Minutes

Thursday, June 6, 2013
12:00 pm to 1:00 pm

Present: Linda Allen, Barbara Daley, Jose De Souza, Nancy Lam, Ellen Lee, Barbara Lamson, Kenya Ruiz

Linda Allen called the meeting to order, and asked the April minutes to be accepted as is. Barbara Daley made the motion and all present members approved the minutes except for Barbara Lamson because she was not present for that meeting. Barbara Lamson made the motion to approve the May minutes, Barbara Daley seconded it and the motion was carried.

Elections: Linda said she brought a copy of the job duties of the Classified Council Board, and between the week of June 17th – 21st, we will have the online voting for the new officers. Pat Tyler will be running for VP because Barbara Daley is stepping down, but will still run for Historian. Jose De Souza was suggested by Linda Herda for Historian. Linda Allen also encouraged everyone to actively participate and take on active roles within the Council. Nancy Lam said no one seems to want to step up and run for office, but Linda Allen said there are folks that want to step up but they are not permanent employees. She will go around again and talk to people to drum up interest for the Board, Committees and events.

Retreat: Summer retreat per Kenya Ruiz is at the College Vista at CSM, on Thursday, July 25th and it was decided it would be from 8:00 – 4:30pm. Angelica Gorostiza is helping with the organizing of the retreat, and they were thinking along the line of something active, like going for walks, exercises, etc. Nancy Lam suggested Ellen Lee teach a line dance class, or she can ask someone to come in to teach a Zumba class; better yet, Zumba Gold, which does not involve any jumping, just geared towards mature folks and working the core muscles.

Claremont EAP has good workshops and Linda asked if we wanted to have Karen Habegger back, and Barbara Lamson said as long as it is not on the same topic. Barbara Lamson said we can go to Filoli again; Barbara Daley suggested the Japanese Garden at the San Mateo Central Park and do some meditation. Nancy said she can ask the instructor to maybe put together some activities. San Bruno Mountain Trail was suggested by Barbara Daley. Nancy suggested we meet at College Vista before starting any activities, before heading out before it gets too hot; then back for lunch and workshop at College Vista.

Barbara Lamson said we still have \$629.00 left from the PEDAC money that was given us two years ago, and Linda said we have to spend it before the next fiscal year. Barbara Daley asked how much money we have, and Barbara Lamson said we have \$3,342.77, and at the Year End Basket Raffle, we raised \$915.00 which is already set aside for next year's Staff & Faculty Scholarship.

Nancy offered to help with the retreat. Linda said we will have the food catered and Nancy said we need to look elsewhere for a caterer because she could not believe how expensive and bad the food was at the Year End Celebration that was catered by Pacific Dining. Barbara Daley suggested Esposito's in San Mateo, and Nancy said they have good food and their prices are very reasonable. Barbara Lamson said the sandwiches at Pat Carter's retirement party were very good and she thinks they were from Safeway.

Nancy said the turnout for last year's summer retreat was very good, and she thinks people like the idea that it is off campus and a whole day event. Linda said she would like to see people from Budget, A&R and Division Assistants attend. Nancy said she was told by her department that being on the Council does not automatically allow her to attend these events.

Update on Senate: Linda said she had incorporated all the suggestions at the last meeting into the By-Laws & Constitution and will be sending it out for everyone's review. Regina Stanback Stroud, our President, has offered to review our By-Laws, and she had sent it to her along with a copy of our old By-

Laws, which was a simple document with only a Purpose; we did not have a Mission or Values Statement then. Regardless of what Regina suggests, the final say comes from the Classified staff.

Barbara Daley said she had printed out some By-Laws from other colleges and she needs to go back and review them further. Barbara Lamson asked if there was a deadline for us to become a Senate, and Barbara Daley said before the accreditation, and that would be October 2013. Sarah Perkins is very adamant about us putting everything we have on the website, and our goal is to accomplish this by September if possible. After everything is completed, the final version is sent to the State for approval. Linda said she would take a copy of it with her next week to the Leadership conference; Nancy is also attending. Linda said she created a poster for the conference, and we have actually accomplished quite a lot as Classified Council once it is all written down. Linda is thinking of working more with other organizations to get our name out there, like the last event with CSEA. It was suggested we have a workshop during one of the Flex Days, geared towards Classified.

Good of the Order: Barbara Daley asked if there was anyone in particular that maintains the website, and it is PIO that oversees the whole website; we no longer maintain our own individual web page. New hired names were given to Linda to add to her email list and old ones deleted.

Barbara Daley said she just came back from the National Conference on Racism, with 5 others from Skyline. It was a very intense and emotional conference, and they are working on bringing it to Skyline. She showed us an agenda for the conference; it was a beautifully printed handbook. She thinks staff and faculty should see the movie *If These Halls Could Talk* directed by Lee Mun Wah of Stir Fry Productions in Oakland, first before the students because it is extremely emotional and we want to make sure we have a very good facilitator and staff on hand to deal with the after effects. The conference was attended by about 2,500 people, and 500 of them were students.

Nancy Lam reported that in her department they have four new hires: 1 coordinator/faculty, 2 faculty and 1 full-time cosmetology aide; and hopefully one part-time cosmetology aide. Kenya Ruiz said they too have new faculty hires.

Linda Allen said there will be more new hires, and Barbara Lamson said there is talk of adding a third VP, and more Deans.

Next Meeting: To be announced

Respectfully submitted,
Nancy Lam, Secretary