



CLASSIFIED SENATE

Classified Senate Meeting March 5, 2015 1:30-2:30pm room 4301

In attendance: Belinda Chan, Liz Gaudet, Michele Haggar, Sandra Hatzistratis, Linda Herda, Allison, Hughes, Nancy Lam, Barbara Lamson, Julie Lamson, Heather Smith, Alana Utsumi

1. February 15, 2015 meeting minutes – M. Haggar made a motion to approved minutes as submitted; L. Herda seconded; motion passed.
2. Committee Updates
 - Budget Committee – B. Lamson – Shared the information distributed by Kathy Blackwood at the last SPARC committee meeting. See presentation.
 - Accreditation Oversight – L. Gaudet – A sub-committee has recommended that new software package be purchased to set up accreditation documents and can also be used to write grants.
3. CSEA Labor Issue – M. Haggar distributed a handout regarding a new classified position being created, Campus Assistant. Very similar to an Office Assistant II. Is this a concern? It will go to Board meeting on 3/25/15 for review and approval. If you have questions or concerns talk to L. Herda or C. Weidman before t3/25. CSEA members are encouraged to attend the board meeting. M. Haggar will send out further information.
4. Scholarship Fundraiser – This item was tabled until next month's meeting
5. Code of Ethics – Draft was distributed. Address your comments to A. Utsumi or M. Haggar by 3/13/15. After that our draft will go to CSM, Canada and the District for review. Skyline will vote on final draft. If everyone is happy with it we will send it to the Board of Trustees.
6. Announcements
 - CTTL – Check the Professional Development calendar and try to attend. M. Haggar is presenting an Excel workshop on 3/31 in the computer lab. Next month an Excel Level 2 workshop will be offered.
 - 4C/SD Conference will be offered in Ontario, CA on 4/16-17 regarding professional development. This would be a good conference to attend.
 - Classified Leadership Institute – Held in Tahoe City, 6/4-6; 5 people are going and more are welcome.
 - Summer Retreat – Looking for suggestions and volunteers to be on the committee. N. Lam, S. Hatzistratis and M. Haggar volunteered.
 - Volunteer Opportunities – Deadline for March/April events is 3/13/15. M. Haggar will make reservations for the most selected event. There is a link on the Classified Senate website. She will also send out an email.
 - Relay for Life – Being held at Cappuccino High School on 4/25/15. If you are interested in joining the Skyline Striders Team contact A. Utsumi.

Respectfully submitted,

Linda Herda/Secretary and Barbara Lamson, Treasurer