



CLASSIFIED SENATE

Classified Senate Meeting Thursday, April 2, 2015 1:30-2:30pm

In attendance: Michelle Amaral, Kristina Brower, Belinda Chan, Cass Christian, Barbara Daley, Liz Gaudet, Sandra Hatzistratis, Linda Herda, Allison Hughes, Nancy Lam, Barbara Lamson, Roger Marcelo, Alana Utsumi

1. Approve/Discuss March meeting minutes - Barbara Daley made a motion to accept the meeting minutes for March 5, 2015 as submitted. Seconded by Barbara Lamson. Approved.
2. Committee Updates
 - Health & Safety – Met last week for the first time this semester. Nothing to report. If you have health or safety issues please let Nancy Lam or Sandra Hatzistratis know about them.
 - Budget – Barbara Lamson reported there was no nothing new. No real changes; there will be a deficit in the next 2 years. At the meeting next week there will be discussion of new hires.
3. Announcements
 - Week of April 12th is national Library Week. Watch your email for information on events.
 - Volunteer Day – Michele Haggar will try again for events for next month. She is looking for help in getting this organized.
 - Classified Staff Retreat is next week. Registrations are full for this event.
 - Update on proposed new Campus Assistant position – It did not go to board last week. We are waiting for the revised job description.
 - Classified Senate Leadership Conference is next month. We have been nominated for Model Senate of the Year award. Alana Utsumi thanked all classified for attending the meetings and participating in Skyline's Classified Senate.
 - Classified Summer Retreat – Maybe the 2nd or third week in July. If you want to be involved in the planning please contact Alana Utsumi or Michele Haggar. They will be sending a survey out soon asking about possible dates. Suggestions: Coyote Point in San Mateo or Mercy Center in Burlingame, hike, EAP involvement/funding, Jennifer Merrill from the Mindfulness Practice group, conflict resolution, dealing with difficult students, or addressing students with mental issues (this might be better as a guest speaker at one of our meetings rather than at retreat).
 - Faculty/Staff Fundraiser Baskets – One basket as a group from Classified Senate. Nancy Lam will come up with a theme. Suggestions: Beach Getaway or local activities. Hybrid of gifts and gift cards rather than all gift cards (\$5-10 each). An email will be sent out asking for donations.
4. Institutional Effectiveness Framework _ Professor Karen Wong talked about two upcoming Senate bills that will affect us, 860 & 852. These may impact us for 2014-2015. We must improve and guarantee student success and work to avoid accreditation sanctions; we are setting conservative goals along these lines. Alana Utsumi will post information on this framework on our website.
5. Classified Senate Elections – Nominations are welcome before next meeting. Alana Utsumi will send out job descriptions for each position and a call for nominations.

Barbara Lamson made a motion to close the meeting; seconded by Liz Gaudet.

Respectfully submitted by Linda Herda/Secretary and Allison Hughes/fill-in