



CLASSIFIED SENATE

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

Present: Belinda Chan, Karen Dimalanta, Keisha Ford, Connor Fitzpatrick, Kathy Fitzpatrick, Liz Gaudet, Michele Haggar, Sandra Hatzistratis, Linda Herda, Nancy Lam, Barbara Lamson, Kennya Ruiz, Marisa Thigpen, Kat Tshifunda, Alana Utsumi.

1. Approve/discuss 9/3/15 meeting minutes – C. Fitzpatrick made a motion to approve the minutes as submitted; seconded by K. Tshifunda. Motion carried.
2. Code of Ethics – M. Haggar said that the corrections were made last week with input from representatives from both Canada and CSM. The final version will be sent out sometime next week to be voted on either in person with Michele or electronically.
3. CSEA/Classified Senate Employee Appreciation Breakfast event scheduled for Tuesday, May 17th. Our CSEA Chapter 33 puts out \$80 towards this event. L. Herda asked for Classified Senate to put out \$75. K. Fitzpatrick made a motion for Classified Senate to put out a maximum of \$75 for this event, seconded by B. Lamson. Motion carried.
4. Scholarship Discussion – B. Lamson stated there is currently \$1412.05 in our account. Once the See's Candy Fundraiser is done and we see what our profit is, we will decide at the 1/16 meeting exactly how much to award for scholarships. Last year we gave 2 awards of \$500 each. The prior 2 years we awarded 2 scholarships of \$400 each. M. Haggar will send out a survey with B. Lamson's input about criteria for our scholarships. Currently our criteria is pretty basic: good GPA, demonstrates campus involvement and financial need. As far as the Staff/Faculty Scholarship goes, we will need to discuss with Academic Senate on how to award this. The monies for this award come from the sale of raffle tickets for gift baskets at the End-of-the-Year Luncheon.
5. Technology Plan Addendum – M. Haggar asked for Classified Senate support behind this new technology plan. Basically it states a complete inventory with proposed replacement dates for each piece of equipment. K. Fitzpatrick made a motion to support this plan. N. Lam seconded the motion. Motion carried.
6. IEPI letter of interest – M. Haggar sent out the Institutional Effectiveness Partnership Initiative letter. There will be a team coming to visit Skyline on 11/30/15.
7. Volunteer Opportunities/Know Your Rights Workshops – M. Haggar stated there was no clear consensus for either event that she sent surveys out on. She will be attending a Rotary Club meeting with our president, to meet other San Bruno community members and will see if she hears of possible volunteer opportunities here in our community. She also spoke recently with the ASSC to see if we could help with any of their planned events. She would like to see one volunteer activity per semester. Possible volunteer activities suggested: Catholic Worker House (cooking and serving meals), Edgewood Center, and San Bruno Jail. Know Your Rights Workshop idea will be handled by CSEA Chapter 33.
8. Committee updates – B. Lamson/Treasurer's Report – We spent a total of \$566.89 for our summer retreat. K. Dimalanta, member of PEDAC will confirm with the committee that we can carry over the remaining professional funds balance of \$1533.11. B. Lamson also reported on the Budget/SPARC Committees. From the 15/16 resource allocation, innovation funds, Skyline

received \$800,000 to fund Middle College and the SparkPoint Center. District received a one-time lump sum of \$10 million from the State to cover the SMCCCD unreimbursed mandated cost claims. Mandated cost claims are submitted yearly for costs not covered by state funds for programs the state requires us to maintain. We have not received reimbursement for many years. SMCCCD is Community Funded; we get our general funds directly through the county property tax, student fees, and Redevelopment Agency funds. Property tax in San Mateo County increased in 14/15 by 5.82%. If we were still getting our general funds through the State, the SMCCCD revenue limit would have been \$96,892.523. With our Community Funded status, we received \$121,885,88. This puts us in good shape for 15/16 and the estimates for the next 3 years shows we should be in good shape, with no forecasted deficits.

M. Thigpen/SEED Committee stated at their last meeting they reviewed the mission statement and the year's plan. They also looked at the data from their recent survey.

Institutional Effectiveness – K. Dimalanta said the committee looked at reviewing the mission value statement and the student engagement survey.

9. Announcements – M. Haggar will send out a survey for possible dates for a Fall Potluck. Then follow-up with a goggle doc sign-up sheet.

K. Fitzpatrick reported that the See's Candy Fundraiser is all set to go. Posters are available from M. Haggar or K. Fitzpatrick. K. Fitzpatrick passed out order forms and instructions. You must collect the money in advance when taking an order. The deadline is 11/12/15. A. Utsumi would like to set-up a sales table to take orders in the quad or dining hall. Please contact her if you can help with this event.

L. Herda and B. Lamson will be putting together a Holiday Social (after work hours) at a local restaurant for 12/10/15. Classified Senate will pay for appetizers, guests will purchase their own beverages.

October is Latino Heritage Month – Look at the list of events and if you want to help, please see M. Haggar.

Professional Development Workshops – See the CTTL calendar for October online.

“Facing Fear” film screening on 10/14 from 11:00am-12:30pm is highly recommended by M. Haggar.

A. Utsumi made a motion to adjourn; seconded by K. Tshifunda. Motion carried.

Respectfully submitted,

Linda Herda/Secretary

Skyline College Classified Senate