



## CLASSIFIED SENATE

Classified Senate Meeting – Nov. 5, 2015 Room 4301 – 1:30-2:30pm

Present: Michelle Amaral, Belinda Chan, Kathy Fitzpatrick, Keisha Ford, Liz Gaudet, Michele Haggar, Sandra Hatzistratis, Linda Herda, Allison Hughes, Nancy Lam, Barbara Lamson, Julie Lamson, Kristen Lee, Zahra Mojtahedi, Kennya Ruiz, Heather Smith, Alana Utsumi, Chikako Walker, Jenny Yang.

1. Volunteer Opportunities with ASSC – Michele passed around a sign-up sheet for people who would like to help on 11/10 from 4-6pm to bag up food for the homeless. Then distribution will be done on 11/13 somewhere in S.F. in the afternoon some time.
2. Approval/discussion on the October 1, 2015 meeting minutes. Alana made a motion to accept the minutes as submitted; seconded by Barbara; motion carried.
3. Code of Ethics – Skyline classified voted unanimously to accept the code of Ethics. We are now waiting for CSM and Canada to vote sometime next week. If it is also accepted at the other two colleges it will be put on the Board Report by the end of the semester.
4. Name Badges – Pictures for the new name badges are now being taken in the Public Safety office. They will be officially issued sometime in the spring 2016 semester, replacing your current fobs.
5. WebAccess Upgrade will be coming soon. Training will be offered during the Spring 2016. Both the old and new versions will run simultaneously for a while and then the new version will totally replace the old one by Fall 2017.
6. Scholarship Criteria – the recent survey results were reviewed and discussed. Linda made a motion to change the criteria for the Classified Senate scholarships; seconded by Liz; motion carried. Details: minimum 3.0 GPA, continuing student, one time ward in a lifetime, to a student who has not received any other scholarship, financial need for one of the two scholarships, the other will have no financial need requirement. Kathy made a motion to accept this criteria; seconded by Allison; motion carried 13 to 5, 1 abstention.
7. IEPI (Intuitional Effectiveness Partnership Initiative) will be making a visit to our campus on 11/30/15. This is not accreditation but rather they are coming to support us and find out what we need for accreditation. Michele will send out the link on the visiting team.
8. Fall Potluck date will be Tuesday, 11/24 at 12 noon in conference rooms 6204-6. Alana will send out a google doc for sign-ups.
9. Committee Announcements
  - a. Health and Safety – Sandra spoke about the SB Police Dept. setting up a ‘no tolerance’ campaign around the stop signs on College Drive. There is a new Public Safety chief, Jim Vangele. CARE training is coming to our campus. Michele will send out more information on this.
  - b. Budget – Barbara reported that our base revenues limit has been increased. Our FON (Faculty Obligation #) has added 8 FT faculty, but sine our FTES is dropping, the bottom line is staying flat. There is unused Prop 20 monies; we will receive a one-time allotment of \$10 million; the Presidents will make up a spending plan for each college. There was a presentation on the changes going on in the corporate/community Education program. And there was a presentation on the bond monies; proposed cost

\$530 for new building minus the \$481 million we have to spend leaves us with an approximate \$50 million deficit. Planning will start in January 2016, ground breaking to follow in 2017.

- c. Treasurer's Report – We currently have \$1412.05 in our account.
- d. Ed Policy committee – Michele reported they are working on updating the Faculty handbook and creating an online version.

10. Announcements

- a. Belinda Chan announced the Campus forum on 11/17, "Skyline Promise" 2-3:30 in bldg. 6. All classified were encouraged to attend this meeting.
- b. International Education week will be 11/16-19. Chikako said there will be a different event each day of this week. She distributed invitations to the Opening Reception and Lunch on Monday, 11/16. There will also be free food on Wednesday, 11/18 at the International Food Festival from 11am-1pm.

11. Sustainability efforts and projects Allison Callow, sustainability Coordinator and Carla Grandy, SMT Professor, invited us to attend the first Tuesday of each month meeting from 2:30-4pm in room 6203. They have a lot of energetic students, a few faculty but very limited staff participation. They are working on signage around the campus to educate everyone on sustainability efforts. Other projects include taking a step further on the recent transportation study and carpool project, sustainable food on campus, and water reduction/auditing. They passed around a sign-up sheet for interest people.

12. Further announcements

- a. See's Candy reminder – Order deadline is 11/12. Delivery date is 12/1. The idea of tabling in the quad or dining hall was discussed. Michele will send out an Outlook invite for this.
- b. Holiday Social event is being planned for Thursday, 12/10 after work hours. Barbara and Linda will announce details on this later next week. Barbara made a motion to approve the expenditure of a maximum of \$200 for this event; Michele seconded; motion carried.
- c. Professional Development opportunities for November are on the calendar on their website.
- d. NCORE is a conference on race and ethnicity that will be held locally soon.
- e. Classified Leadership Institute will be held in Venture on June 16-18, 2016. See Alana or Michele if you are interested in attending.
- f. Our Athletic Trainer has put out a plea for crutches. If you have a pair to donate, please contact Sandra.
- g. Lee Mun Wah returns to Skyline on 11/15 from 8:30-12:30pm. You must sign up in advance.

Alana made a motion to adjourn the meeting at 2:30pm; seconded by Keisha; motion carried.

Respectfully submitted

Linda Herda, Secretary

Classified Senate

Skyline College