

Classified Senate Meeting Minutes

March 3, 2016 2:30pm-3:30pm

Present: Allison Hughes, Lori Fisher, Nancy Lam, Alana Utsumi, Sandra Hazistratis, Kathy Fitzpatrick, Holly Zhou, Carol Driscoll, Chikako Walker, Julie Lamson, Heather Smith, Belinda Chan, Keisha Ford, Barbara Lamson, Liz Gaudet, Carolina Avalos, Guillermo Alonzo, Grace Beltran Guests: Christine Case & Karen Wong

1. February 4, 2016 Meeting Minutes

- Keisha Ford made a motion to approve as submitted. Liz Gaudet seconded that motion. Motion passed.
- 1 abstention (Linda Allen); 17 ayes.

2. Committee Announcements

- SEED
 - There will be a district forum for Public Safety to gather feedback regarding arming public safety officers.
 - Nancy Lam has asked to be added to the agenda of the next meeting in order to give staff feedback about the lockdown drill.
 - Lori Fisher shared how a hearing-impaired person cannot hear the drill announcements.
 - Kathy Fitzpatrick mentioned doors not locking automatically.
 - Staff expressed confusion about who is the floor captain and what they should be doing during drills.
 - Any other feedback should be sent to Public Safety or Alana Utsumi.
- Budget – Barbara Lamson
 - Current balance after scholarship distributions = \$1333.33

3. Freerice Contest – Christine Case

- Phi Theta Kappa students chose the topic ‘World Hunger’ for their “Honors in Action” project this year.
- To get rice donations through freerice.com, there will a contest for Classified Staff. Whoever earns the most grains of rice before April 3, 2016 at midnight, will win \$100.
- To participate, be sure to join the SKYstaff Group when you create your account.

4. Institutional Effectiveness – Karen Wong

- IEPI Benchmarks
 - SPARC will be voting on the benchmarks that will qualify us for funding from the Institutional Effectiveness Partnership Initiative (IEPI), which is the Chancellor’s Office offering up to \$2.5 million to help community colleges.
 - Institutional Effectiveness Committee is recommending 3 benchmarks for SPARC to send to the College Governance Committee:
 - 70% course completion for fall term
 - Defer to District’s recommendations for Audit Findings
 - 42% degree/transfer completion for unprepared students
 - Questions can be sent to Kathy Fitzpatrick or Barbara Lamson who serve on SPARC.
- Community College Survey of Student Engagement (CCSSE)
 - National survey that measures institutional practice and campus engagement that adds to student success.
 - Survey is 50 minutes long and faculty will be giving out the survey during class time.
 - There are posters about the survey in division offices, but there was some feedback that the purpose of the survey and the fact that it will take class time were not clear on the posters.
 - Survey is offered with pencil and paper; it’s not available online.

5. Foundation Fundraiser Idea – Alana Utsumi

- Alana proposed setting up a special account that we can contribute to automatically each month from our paychecks.
- Some staff mentioned they are already having deductions taken from their paychecks, but aren’t sure which account that money goes to. Alana plans to do more research on this topic.

6. Announcements

a. Lottery for Conferences

Classified Leadership Institute Ventura, CA – June 16-18	NCORE San Francisco, CA – May 31-June 4
Grace Beltran	Belinda Chan
Lynsey Hemstreet	Kathleen Tshifunda
Martina Center	

b. Chikako Walker is leaving for maternity beginning April 1st.

→Holly Zhou is her interim replacement and she started March 1st.

Respectfully submitted,

Allison Hughes

Historian (& Acting Secretary), Skyline College Classified Senate