

Classified Senate Meeting Minutes
April 14, 2016 1:30pm-2:30pm

Present: Allison Hughes, Nancy Lam, Alana Utsumi, Sandra Hazistratis, Kathy Fitzpatrick, Heather Smith, Barbara Lamson, Liz Gaudet, Kristina Brower, Michele Hagggar, Belinda Chan, Connor Fitzpatrick

1. March 3, 2016 Meeting Minutes
 - Barbara Lamson made a motion to approve as submitted. Nancy Lam seconded that motion. Motion passed.
 - 1 abstention (Michele Hagggar)
2. Committee Announcements
 - Mike Fitzgerald has raised the issue that Classified Staff should have a say in the hiring of Classified Staff.
 - A process will be put together and implemented on a trial basis to start with.
 - Regarding the lockdown drill concerns,
 - Jim Vangele confirmed that in a real lockdown situation, door magnets would release and doors will automatically lock.
 - But, this does not apply to doors that are FOB operated. Those need to be locked manually.
 - However, administrators do have the capability to lock all doors in their area with their FOB.
 - Kathy Fitzpatrick raised the issue that “Special Permit Required” parking spots are not enforced equally and not regulated properly.
 - The building captain list has been put out, but training of building and floor captains is uncertain.
 - Evening captains are difficult because they are usually adjunct faculty who change every semester.
3. End-of-Year Luncheon
 - Kathy Fitzpatrick made a motion to spend \$75 (same amount as 2015) on decorations, etc. Kristina Brower seconded that motion. All in favor.
 - Nancy Lam volunteered to coordinate the fundraiser basket. The theme agreed upon was ‘margarita supplies’ which may also include a Bevmo gift card.
 - Everyone can either give money or items for the basket.
 - Also any group can contribute a basket, it doesn’t have to be by division or department only.
4. Fundraiser Idea – SHN Promo Code
 - A special promo code can be sent out for people to buy tickets back and a portion will come back to Classified Senate to raise money for the Classified Staff Scholarship Fundraiser.
 - Kathy Fitzpatrick made a motion to approve the SHN Fundraiser program and Kristina seconded the motion. All in favor.
5. ACED Committee
 - New committee has been formed and they are looking to have 5 Classified Staff serve on the committee and 1 of them will be a co-chair with Jonathan Paver and Sarah Perkins. They will begin serving during the 16-17 academic year.
 - All classified staff are invited to sign up to volunteer.
6. Code of Ethics Update
 - CSM has problems with our Code of Ethics so they are putting a committee together to work on it.
7. 16-17 Executive Board Elections
 - Nominations are accepted in May and Voting will take place 6/1. Talk existing members for more information; all staff are welcome to participate.
8. CSEA Appreciation Day – 5/17 8am-11am
 - Need help; please volunteer.
9. Summer Retreat
 - Need to form a committee to plan food and professional development activities.
 - Tentative Date & Location: Thursday July 7th @ Canada Vista
10. Announcements
 - The 4CS Leadership Award has been awarded to Regina Stanback Stroud, so she will attend the first night of CLI to accept her award.
 - The District Classified Development Retreat will be on 6/2/16.
 - The Classified Staff Service Awards will be on 5/23/16 from 2pm-3pm.
11. Heather made a motion to close the meeting and Michele seconded that motion.