

Classified Senate Meeting Minutes
May 5, 2016 1:30pm-2:30pm

Present: Allison Hughes, Nancy Lam, Alana Utsumi, Liz Gaudet, Michele Haggar, Belinda Chan, Grace Beltran, Michelle Amaral

1. April 14, 2016 Meeting Minutes
 - Minutes were not approved due to a lack of quorum.
2. Committee Announcements
 - Health & Safety – Nancy Lam
 - The parking signs issue that was discussed last meeting is not a Classified issue, so we don't need to pursue it.
 - The signs are under review by public safety, so any other concerns should be directed to public safety.
 - Institutional Effectiveness
 - Finished revising ISLOs (Institutional Student Learning Outcomes), so now moves to SPARC committee for review and then on to whole college to confirm.
 - District Participatory Governance - Michele Haggar
 - Changes to Board Policy 8.3: wording changed from “not-for-profit” to “self-supporting”
 - Changes to Board Policy 2.12, #1C: “improper conduct” will be removed; Michele opened this to a discussion about whether this phrase should be removed (as it could be too vague and leave employees vulnerable to wrongful accusation) or left in (as it could be vague to serve as a catch all for any types of behavior that may not be listed in board policy)
 - Any feedback on this issue can be sent to Michele Haggar
3. SHN Update
 - The promo code ‘skyline’ is active and can be used for any shows listed on the flier. But it won't be valid for every day or every seating area (see flier).
 - Also, not every show will offer a fundraising opportunity for us, some shows will just offer a discount with the code.
 - Allison will send the flier to Michele who will send to be approved by MCPR and sent out via email. It will also get written up in Skyline Shines.
4. ACED (Advisory Committee for Employee Development)
 - They are still in need of a Classified Staff member to join the committee. Email Michele or Alana if you are interested in signing up.
5. 2016-2017 Executive Board Elections
 - Nominations are open for the month of May. Send any nominations to Michele Haggar.
 - Voting will take place on June 1, 2016.
6. Summer Retreat Committee
 - The retreat will take place on July 7, 2016.
 - The location is booked, but volunteers are still needed to help plan the event. Email Michele Haggar if you are interested in helping out.
7. Announcements
 - End-of-Year Celebration: No donations yet, email Nancy Lam if you are interested in donating.
 - CSEA Appreciation Breakfast—May 17th 9am-11am
 - Districtwide Classified Development Retreat—Thursday June 2nd 9am-4pm
 - Skyline Classified Service Awards—May 23rd 2pm-3:30pm
 - No location yet, but save the date

Respectfully submitted,
Allison Hughes
Historian (& Acting Secretary), Skyline College Classified Senate