



Classified Senate Meeting Minutes
December 14th , 2017 1:30pm-2:30pm

Classified Present: Michele Hagggar, Christina Trujillo, Belinda Chan, Timurhan Vengco, Gretel Barreto, Connor Fitzpatrick, Sandra Hatzistratis, Katrina Pantig, Maggie Li, Mary Thomasmeyer, Angelica Mendoza, Nancy Lam, and Alana Utsumi.

Special Guests: Mary Thomasmeyer, Sustainability Coordinator

Paul Rueckhaus, English, Health Science Professor.

1. Review/Approve November 2nd 2017 Meeting Minutes
 - a. Alana Utsumi made motion and Belinda Chan seconded.
2. Committee Updates
 - a. **Michele Hagggar – Advisory Committee for Employment Development (ACED):**
 - i. Meets every 3rd Wednesday of the month from 2:10pm-4:00pm in CTTL
 - ii. Two classified representatives needed
 - iii. Anyone interested in being part of this committee must contact Nina Floro
 - b. **Michele Hagggar – Educational Policy Committee**
 - i. Needs classified staff input and representation. One classified spot available.
 - ii. If interested in serving and being part of this committee must contact Michele Hagggar.
 - iii. Meets every 1st Tuesday of the month (or when needed) from 2:00p.m-3:00p.m in building 6-205.
3. Guided Pathways Meta Majors Efforts
 - a. Reminder to attend the second Classified Forum on Friday, March 2, 2018 from 12:00pm-2:00pm.
 - b. The conversation and agenda will be build based on the conversation and discussion that will take place during our January 12 Flex day.
 - c. Leadership is working on making sure all Classified Staff is able to attend, including the Enrollment Services Department.
4. Accreditation Updates
 - a. Writing teams have been contacted, approximately 90% of the writers said yes
 - i. Big thank-you to the classified staff who either volunteered or agreed to be part of the writing teams.
 - ii. Compared to past Accreditation visits, there is more classified representation in the writing teams.
 - iii. Official writing and training will begin after the start of the spring 2018 semester.
5. Classified Senate Academic Senate Joint Scholarship
 - a. Classified Staff and Faculty have a joint scholarship that comes from our annual end of the year basket fundraiser.
 - b. The current criteria to qualify for this scholarship is as follows: Recipient identifies as having mentor/peer/tutor experience, and a cumulative GPA equal to or greater than 3.0.
 - c. Michele Hagggar asked for a motion to recommend the proposed criteria as stated for the Skyline College Classified Senate and Faculty Scholarship.
 - i. Connor Fitzpatrick made motion and Timurhan Vengco seconded.

- d. Recommended criteria to qualify for scholarship: Student must identify as having experience mentoring, tutoring or offering academic support to Skyline College students, and a cumulative GPA equal to or greater than 3.0.
6. Results of voting for the Classified Senate Scholarships
 - a. Criteria for scholarship one: Requires a minimum of 2.0 GPA, shows financial need, must be a continuing student, only be awarded the Skyline Classified Senate Scholarship one time and student who is not receiving any other scholarship.
 - b. Criteria for scholarship two: Requires a minimum of 2.0 GPA, shows no financial need, must be a continuing student, only be awarded the Skyline Classified Senate scholarship one time and student who is not receiving any other scholarship.
 - c. Updated changes were as followed:
 1. GPA from 3.0 to 2.0.
 2. Showing financial need and showing no financial need.
7. Budget Update
 - a. Staff and Faculty scholarship funding \$1,147.50
 - b. See's Candy fundraiser \$1,021.83
 - c. E.L.I donation from their book sale \$64.80
 - d. A.C.E donation to classified \$5,000—to be strictly use for Classified Staff retreat
 - e. Estimated amount spend during the last Classified retreat in July 2017 was around \$700
 - f. Total amount classified can use \$1,893.04 with the inclusion of SHN theater fund raising
 - g. Michele Haggar requested a motion to use \$500, with the additional donation of \$64.80 from ELI, and split it in two \$282.40 Classified scholarships
 - i. Christina Trujillo made motion and Nancy Lam seconded
8. Classified Senate Academic Senate end of year celebration voting
 - a. Classified Senate will match Academic Senate up to \$75 to be spend on end of year celebration
 - b. Michele Haggar made motion to have classified senate spend up to \$75 and Alana Utsumi seconded.
9. Guest speaker Paul Rueckhaus
 - a. Update on AFT disciplinary procedures and potential; classified staff involvement
10. Statement of Ethics
 - a. Voting deadline December 20 2017 by noon. Then it will go to the board by January 2018.
11. Announcements
 - a. Holiday Social—not happening
12. Nancy Lam made motion and seconded by Connor Fitzpatrick to adjourn the meeting at 2:50pm