

**CLASSIFIED SENATE
MINUTES – MEETING 7/7/10**

Present:	Denise Albright Diana Ashkenasy Melissa Bargsten Tamiya Cousins P. Sharon Gonzalez	Julio Huerta John Lindemann Felicia Mitchell Anne Ostrander Monica Palacios	Gary Potts Cynthia Smith Leticia Velez
Absent:	Ursula Allen Sam Bersane	Wendy Lucko Barbara Salmon	
Guests:	Peter Benson, Campus Police/Transportation Patricia Lynn, Academic Senate Alex Marositz, Campus Technology Committee		

- I. Call To Order – Leticia Velez: Called to order at 11:56 a.m.**
- II. Approval of Senate Minutes: June 2, 2010 and June 16, 2010**
Approval of the Minutes from the June 2 and June 16 meetings were deferred until Wednesday, July 21, 2010.
- III. Swearing-in of Newly Elected Senators: Sam Bersane, Patricia Sharon Gonzalez, Julio Huerta, John Lindemann, Wendy Lucko, Monica Palacios and Gary Potts**
Sam Bersane and Wendy Lucko were absent and will be sworn in at the July 21 Classified Senate Meeting. P. Sharon Gonzalez, Julio Huerta, John Lindemann, Monica Palacios and Gary Potts were sworn in as Senators and provided with copies of Classified Senate By-Laws, Policies and other items.
- IV. Special Reports:**
- a. President's Report – Leticia Vélez**
- Classified Senate Officers met with our new President, Dr. Rocha, to advise what the senate has been doing, plans for the future and challenges we face. The new president has an open door policy. A reception for Dr. Rocha has been scheduled today from 1:00 to 2:00 p.m. in The Circadian.
 - Leticia received a few Statements of Intent for elected Classified Senate Officer seats. This item has been agendaized for discussion later in this meeting.
 - Senators who will not be returning to Classified Senate next year were recognized for their service: Ursula Allen, Debra Cantarero, and Felisia Mitchell. Leticia announced she would not seek re-election as Classified Senate President in 2010-11; however, she will continue to serve in the capacity of Immediate Past President.
- b. Board of Trustees Report – John Lindemann**
- The last Board Meeting was held on June 16, 2010. Highlights included: no action taken in closed session; approval of the Minutes and Consent Items submitted. The method by which enrollment numbers are computed and reported to state was deferred to the next meeting. The Board recognized Ellen Ligons retirement and 40 years of service to the District. Two resolutions were also adopted by the Board of Trustees to confer campus special recognition on Ellen Ligons and Sister Mary Joel Scully.

c. College Council Report – Leticia Velez, Debra Cantarero, Denise Albright, Gary Potts

Denise Albright reported that the last CCC meeting with Dr. Sugimoto was touching as it was her last official meeting as President/Chair. Policies discussed included Public Records, Sustainability, and Time, Place & Manner. Procedures need to be addressed. Bob Miller will take the lead on the Time, Place & Manner. The Faculty Association still has some concerns. Bob Miller said that shared governance came up during discussions on code of ethics. The Classified Code of Ethics statement will be distributed and presented at the next CCC meeting. Gary Potts will send a copy to all senators. Dr. Sugimoto may attend the next CCC meeting as Dr. Rocha transitions into the position as CCC Chair.

V. Treasurer's Report – Julio Huerta

- The most recent activity reflects the following:

CS-Scholarship Fund	\$ 5,360.32
CS-T&A Account	\$ 500.00 (cap)
CS-District Budget	\$ tbd

Money from the Panda Express Fundraiser (\$192.63) was deposited as follows: \$119.32 (T&A Account) and \$73.31 (Scholarship Fund).

- A credit union update will be provided at the next meeting.
- There were no requests for Classified Staff Development Individual Conference Funding.

VI. State Report – Gary Potts, Barbara Salmon, Denise Albright, Debra Cantarero:

Denise Albright reported that the next event will be held at the Pasadena Convention Center. In a letter from CCLC, a request was made for PCC to be the host site for all community colleges. Information regarding the CCLC's request has been provided to the Superintendent/President's office. The primary host responsibility will be to host night time events. Gary Potts has already approached Peter Benson (Campus Police/Transportation) about providing shuttle service for a fee to generate revenue. The timeframe is November 18 – 20, 2010. Diana Ashkenasy recommended that local restaurants be contacted at the Paseo as a possible fundraising opportunity. It was also reported that next Annual CLI Conference will be held in Ventura.

VII. Academic Senate Report – Patricia Lynn:

Dr. Patricia Lynn reported that Edward Martinez was elected Academic Senate President. Other elected officials include Patricia Lynn as Vice President, Ahni Armstrong as Secretary and Dustin Handi as Treasurer. Dr. Lynn will be the Academic Senate Rep at future Classified Senate Meetings. The Academic Senate Leadership Retreat will be held on September 11 at the Huntington Library. Invitations will be presented to Classified Senate to participate.

VIII. Committee Reports:

a. IEC subcommittee (ARSC)

Leticia Velez reported that the committee is currently working on an IEC policy/procedure that will go to CCC. Members of the Classified Senate will receive a copy when it is ready for input.

b. Ad Hoc Budget Advisory Committee

Leticia Velez reported that the committee is currently working on the TCM with the latest information available from the state. All of the work the committee has done and detailed minutes are posted on the website. The TCM will also be posted on the website. The work this committee has done impacts everyone on campus. The next meeting is scheduled for July 15 from 2:30 to 4:00 p.m. in C233. It is an open meeting, and everyone is invited to attend.

c. Other Committees

- Alex Marositz (Classified Senate Rep for Campus Technology Committee) reported that there was a call for agenda items for the meeting to be held on Friday, July 9. Please email Alex before 4 p.m. (cut off time) if Classified Senate would like him to address any specific technology issues.

IX. Old Business, Discussion and Possible Action:

a. Appointment to Committees and Committee Requests – Anne Ostrander

- 1. Hiring committee Appointments**
- 2. Shared Governance Appointments**

Classified Senate was requested to ratify two appointments to a hiring committee for the position of Acting Curriculum & Catalog Technician.

A **Motion** was made to ratify the appointees to the hiring committee for the position of Acting Curriculum & Catalog Technician.

MSC: Denise Albright/Tamiya Cousins

After much discussion and debate, the committee voted as follows among all members present:

Ayes 5
Nays 5
Abstentions 1

- b. Policy 2550: Time, Place and Manner**
- c. Policy 5250: Professional Conference Attendance**
- d. Policy 2300: Academic Calendar**
- e. Policy 2140: Sustainability**

CCC is working on procedures for Time, Place & Manner. Professional Conference Attendance will go back to CCC at their next meeting. Minor tweaking is still required on the Academic Calendar (re: wording on flexibility of days, i.e., not to be confused with Flex Days) and Sustainability policies. The most recent versions of these policies were the same versions that were emailed to Senators.

X. New Business, Discussion and Possible Action:

a. Policy 2120: Accreditation Policy

This policy will go to CCC soon. The policy basically describes how to prepare and go forward with the accreditation process.

b. Discussion about Statements of Intent and Officer Elections

An official announcement was made to provide Senators the opportunity to voice their intent to vie for Classified Senate Officer positions. Following is a list of Elected Officer positions for 2010-11 and the Senators who seek to fill them:

President:	Gary Potts	
Vice President:	Diana Ashkenasy	
Secretary:	Vacant	
Parliamentarian:	Julio Huerta	
Treasurer:	Denise Albright	Monica Palacios
Board of Trustees Representative:	Cynthia Smith	

XI. Audience Participation and Announcements:

There was no audience participation.

XII. Adjournment: 12:37 p.m.

MSC: John Lindemann/Diana Ashkenasy

Carried unanimously.

NEXT MEETING WILL BE HELD WEDNESDAY, JULY 21, 2010 AT 11:45 AM in C217

Respectfully submitted by CS. Audio Transcript available upon request for 6 months after date of initial meeting.