

Pasadena City College
Classified Senate Meeting Minutes
July 8, 2015

Attendees:	Denise Albright Debra Cantarero Graciela Caringella Candalario Diaz Anh Ha Felisia Mitchell	Dean Sao Jeannie Sullivan Katina Williams Jeff Wojcik Shelagh Rose (AS)	Absent:	Mei Ling Cheng (furlough) Rosie Roberson (furlough)	Guests:	Barbara Bossard Robert Peña
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1. Call to Order – 10:15 am. Jeff asked everyone at the table to introduce themselves.

2. Swear in New Members – Jeff administered the oath of office to Robert Peña, Felisia Mitchell, Katina Williams

3. Approval of Senate Meeting Minutes: May 20th; June 10th; June 24th, 2015

- 5/20/15 Debra moves to approve, Jeannie seconded, Denise abstained, minutes approved with one minor change, Debra requested that the job numbers be added under the hiring committee appointments.
- 6/10/15 Graciela moves to approve, Dean seconded, Denise abstained, minutes approved with one minor change, correct the spelling “nay vote” under 4c.
- 6/24/15 Jeannie moves to approve, Debra seconded, Debra and Graciela abstained, minutes approved.

4. Old Business, Discussion and Possible Action

a) Classified Senate General Meeting Recap – 41 people attended out of the 61 that signed up to attend. The Senate needs to find ways to increase attendance at this meeting and all other events. Rafik Nazapoor was the Michael J. Buckhouse Memorial Scholarship winner as well as the 50/50 Opportunity Drawing.

b) Board Policy -BP/AP 5200 (2nd Review & Action) – Debra moves to approve, Jeannie seconded, all senators voted “aye”, no abstentions, no “nay” votes. Policy is approved.

c) Senate Goals & Objectives (Senator Submissions) – Jeff briefly discussed the fillable pdf form on the shared drive and asked all senators to be prepared to discuss them at the retreat on 8/21/15.

5. New Business, Discussion and Possible Action

a) Appointments– Debra

- **Hiring Committee Appointments** – Graciela motions to approve the appointments separately, Jeannie seconded. Job #534 Dual Enrollment Coordinator; Sabrina Ramos, Jeannie motions to approve, Graciela seconded, all senators voted “aye”, no abstentions, no “nay” votes. Job #043 Executive Assistant Confidential (2 positions); Graciela Caringella, Jeannie motions to approve, Dean seconded, 11 senators voted “aye”, Graciela and Debra abstained, no “nay” votes. Both appointments approved.
- **Standing Committee Appointments** – *Integrated Planning Staffing Prioritization Team*: Julio Huerta IT and Pat Krause Fiscal Services. *College Council Accreditation Task Team*: Debra Cantarero Natural Sciences, Jeff Wojcik IT. *College Council Academic Computing & Technology Standing Committee*: Maureen Davidson IT, Liz Wood, Instruction. Jeannie motions to approve, Dean seconded. All senators voted yes, no “nay” votes, no abstentions.
- **Standing Committee Reports** – none.

b) October 1, 2015 Flex Day Collaboration with Academic Senate – Flex Day is being planned in conjunction with the Academic Senate. Barbara to create a save the date flyer that will be sent to Classified Staff, Faculty, Management, Students, and Shared Governance. They are looking at “Mindset” by Carol Dweck growth mindset vs. fixed mindset. Planning committee volunteers are Jeannie Sullivan, Katina Williams, and Graciela Caringella.

c) Survey Results – The survey results from Classified Day and the General Meeting dovetail with flex day. See replies on question #8 for flex day ideas. Brief discussion about incentivizing people to reply to surveys to get higher results with bookstore items.

6. Special Reports

a) President’s Report – Jeff gave a welcome to all of the senators.

b) Vice President Report – Debra is asking for committee reports from 2014-15 academic year. She talked about the trip she was taking the next day to visit with the Mt. Sac College Classified Senate on 7/9/15.

c) Treasurer’s Report - none

d) Board of Trustees Report – Graciela presented information at the board meeting about the General Meeting, Scholarship winner, thanked the board for the Coffee Chat event and thanked Bob Miller for supporting Classified Staff during his service as Interim Superintendent.

- e) **Academic Senate Report** – Shelagh Rose is the new representative. She said that the Academic Senate is dedicated to closer collaboration with the Classified Senate on more events.

7. Audience Participation, Announcements and Public Comment – Staff announcements, new Director of A&R Susan Brooker and Joe Footner is the new Management Association President. Graciela announced the Beach Day event on 7/9/15 in the Circadian from 11:30 am to 1:15 pm.

8. Adjournment - 11:18 am

Minutes prepared by Jeannie Sullivan (Secretary) and Barbara Bossard (College Assistant) _____ approved