

**Pasadena City College  
Classified Senate Meeting Minutes  
August 05, 2015**

<b>Attendees:</b>	Debra Cantarero Graciela Caringella Mei Ling Cheng Anh Ha Felisia Mitchell	Rosie Roberson Dean Sao Jeannie Sullivan Jeff Wojcik Robert Peña	<b>Absent:</b>	Denise Albright Candalario Diaz Shelagh Rose (AS) Katina Williams	<b>Guests:</b>	Barbara Bossard
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**1. Call to Order** – Jeff calls the meeting to order at 10:15 am.

**2. Approval of Senate Meeting Minutes: July 22, 2015** - Dean motioned to approve, Jeannie seconded. Corrections suggested. Motion passed by unanimous approval.

**3. Old Business, Discussion and Possible Action**

**a) Classified Senate Planning Retreat August 21, 2015** – Reminder to all Senators to submit your signed Conference forms as soon as possible. Submit to Barbara in the Classified Senate office or to Jeff. Please contact Jeff/Barbara if you are having any issues with your manager signing the form. Be prepared to contribute to the discussion: 1) whether last year's Senate goals were met and to suggest new goals for the academic year; and 2) ideas for mixers, fundraisers, other activities etc. Barbara will provide Senate Handbooks for all new Senators and will provide inserts/updates for continuing Senators.

**4. New Business, Discussion and Possible Action**

**a) Board Policy Review: BP/AP 7370 Political Activity 1<sup>st</sup> Read** – Please read/review this policy and be prepared to discuss and make suggestions at the next regular business meeting.

**b) Appointments– Debra**

- **Hiring Committee Appointments** – Job #002 Career & Technical Education Assistant, Sandra Parra – Health Sciences; Mei Ling motioned to approve, Graciela seconded. Motion passed by unanimous approval.
- **Standing Committee Appointments** – none
- **Standing Committee Reports** – none

**c) Senate Officer Elections:**

President: Jeannie nominated Debra for President, Debra accepted.  
Vice President: Mei Ling nominated Jennie for Vice President, Jeannie accepted.  
Secretary: Mei Ling nominated Graciela for Secretary, Graciela accepted.  
Treasurer: Anh nominated Mei Ling for Treasurer, Mei Ling declined.  
Debra nominated Jeff for Treasurer, Jeff accepted.  
Parliamentarian: Graciela nominated Mei Ling for Parliamentarian, Mei Ling accepted.  
BOT: Debra nominated Dean for BOT rep, Dean declined.  
Anh nominated Felisia for BOT Rep, Felisia accepted.

Graciela motion to approve acceptance of the ballots, Debra seconded. Motion passed by unanimous approval.

Results:	Debra elected President Jeannie elected Vice President Graciela elected Secretary	Jeff elected Treasurer Mei Ling elected Parliamentarian Felisia elected BOT Representative
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**6. Special Reports**

**a) President's Report** – Jeff thanked everyone for their participation in the Classified Senate and congratulated the new senators. Reminded that the Classified Senate will be actively participating in the Accreditation effort. Jeff will also be acting in the capacity of Past President.

**b) Vice President Report** – Debra thanked outgoing officers for their help and support this past year. Thanked Jeff for his leadership as Senate President. Debra will be actively involved in Statewide Senate. Debra offered her assistance to any new officer in their role.

**c) Treasurer's Report** – none

**d) Board of Trustees Report** – Graciela shared that she had fun serving as BOT rep. Said it was a great way to get to know the Trustees and Administrators and to understand the operations of the campus better.

**e) Academic Senate Report** – none.

**f) 4CS Report** – Debra will attend a business meeting in Santa Rosa.

**7. Audience Participation, Announcements and Public Comment –**

Mei Ling: Suggested that the Senate invite President Vurdien to a regular business meeting.

Graciela: Thanked Barbara for all of her hard work and organization; Barbara is the backbone of the Senate.

Barbara: Will send an Outlook invite to all officers to attend the monthly meeting with the President

Jeannie: Potential workshop opportunity at next year's CLI Conference – Senate's role in the Accreditation process (from probation to affirmation).

Jeff: Worked with Mei Ling to update Senate website, Barbara also assisted in the effort.

Jeannie: Asked Jeff to send a campus wide notification of the newly elected officers.

Jeff: Reminded everyone that the Senate Handbook, Bylaws, and Constitution are on the Senate Website.

**8. Adjournment** – Debra motioned to adjourn, Dean seconded. Motion passed unanimously. Meeting adjourned at 11:08 am.

Minutes prepared by Jeannie Sullivan (Secretary) and Barbara Bossard (College Assistant) \_\_\_\_\_approved