

**Pasadena City College
Classified Senate Meeting Minutes
September 16, 2015**

Attendees:	Jeff Wojcik Debra Cantarero Jeannie Sullivan Shelagh Rose	Anh Ha Rosie Roberson Mei Ling Cheng Robert Peña	Graciela Caringella Denise Albright Felisia Mitchell Katina Williams	Absent: Graciela Caringella Candalario Diaz Dean Sao	Guests: B. Bossard
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1. Call to Order – Call to order at am by Debra Cantarero at 10:15 am.

2. Approval of Senate Meeting Minutes for September 16, 2015 – Denise Albright motions to approve, Rosie 2nd, no opposition, no abstentions, minutes are approved unanimously.

3. Old Business, Discussion, and Possible Action

a) Flex Day Report – Shelagh shared that the Flex Day website has been updated with the Carol Dweck video.

www.pasadena.edu/flexday. Valerie Foster is reaching out for workshop presenters. Debra voiced concern that program is not geared toward Classified necessarily. Shelagh said that the Mindset program is applicable to everyone on campus. Monday is the deadline to sign up for workshops and Eventbrite.

b) Accreditation Update - Committee's are still being populated and Dr. Kathy Scott is aware of the difficulties in finding people to serve on the committees.

c) Integrated Planning Model & Strategic Plan (2nd Read) – This plan is the highest priority for approval. Denise would like to hear more clarification, the blue circles are confusing. Classified input is shown in yellow, blue, and grey areas on the flow chart. There is concern among some Senators that Classified Staff will be left out of the process – “lip service” only. The question was asked “what is the structure to report problems/issues that affect SLO’s and SSO’s?” Senate voted to “conditionally approve” the “Integrated Planning Model & Strategic Plan.” Jeannie motioned to approve, Mei Ling 2nd. Katina and Jeff abstained, all else in favor. Debra will ask Dr. Cornner to attend a special meeting to discuss the concerns further and clarify the role of Classified. Debra would like Jeannie and Denise to write something up addressing their concerns.

d) Halloween Event – The budget is \$1000. They flyer will be reviewed one more time. Mei Ling will send it to the Senate Office for distribution. The room has been reserved by Barbara. Mei Ling will email all Classified Staff for volunteers. The idea was put forward to raffle off centerpieces to replenish T&A account.

e) CCLC Convention Nov. 19-21, 2015 Burlingame – Please let Debra know if you want to attend.

f) Approval of 2015-2016 Classified Senate Goals – Debra added #7 back into the goals. Motion to approve goals By Rosie, Felisia 2nd, no opposition, no abstentions. Goals are approved.

4. New Business, Discussion, Possible Action

a) AP/BP3540 Sexual Assaults on Campus (1st Read of 2nd Revision) – Jeff motions to approve, Rosie 2nd. no opposition, no abstentions, policy is approved.

b) Conference Funding Requests – Removed from website until such time as the Professional Development Committee funding is available.

c) Appointments - Jeannie

- **Hiring Committee Appointments** –
 - #003 Intermediate Clerk I (EOPS) – Cheryl Samuels (EOPS)
 - #009 Supervisor, Payroll (Fiscal) – Brigitte Norsworthy (FS)
 - #010 Chief of Police – Debra Cantarero (NS), Peter Benson (P&S)
 - #011 Student Success Coach Leader – Nathasha Hong (Counseling)
 - #053 Business Analyst Specialist – Chris Weisbart (Library)

Jeff motioned to approve all appointments, Katina 2nd, no abstentions, no opposition. All names approved.

- **Standing Committees & Misc. Committees** – Jeff motioned to approve all appointments, Mei Ling 2nd, no opposition, no abstentions. All appointments approved.

STANDING COMMITTEES:

College Council
Budget & Resource Allocation (BRAC)
Benefits
Facilities

Debra Cantarero, Jeff Wojcik, Jeannie Sullivan
Jeff Wojcik
Denise Albright
Linda Valencia, Denise Albright, Lori Cortez

Planning & Priorities
Professional Development
Technology & Academic Computing

MISCELLANEOUS COMMITTEES:

Academic Senate Representative
EEO Advisory
Student Lobby Fee
LancerPoint Advisory
Social Activities
Integrated Planning Staffing Prioritization
Parking Advisory

ACCREDITATION COMMITTEES:

Ethics
Evaluation

Debra Cantarero, Dustin Tamashiro
Theresa Reed
Elizabeth Wood

Rosie Roberson
Miriam Escovar, Denise Albright
Glenna Watterson
Elizabeth Wood, Maria Bustamante, Jeannie Sullivan
Cindy George, Cha Mancini, Graciela Caringella
Julio Huerta, Patricia Krause
Teresa Powell

Elizabeth Garcia, Gary Potts
Julio Huerta

- **Standing Committee Reports** – Mei Ling is going to present conference funding formula breakdown based on employee data which was taken from the 2015-16 Annual Budget that was recently published. Two scenarios will be presented. The next Professional Development committee meeting is on 9/21/15 at Noon, Denise will attend.

5. Special Reports

a) **President's Report** –

b) **Vice President's Report** –

c) **Treasurer's Report** – Jeff reports a 100% load, he sees some discrepancies so he will review. He attended the Foundation Grant tutorial session. September 25th is the end date to submit requests.

d) **Board of Trustee's Report** – Budget was reviewed at the last BOT meeting. No meeting tonight.

e) **Academic Senate Report** –

f) **4CS Report** –

6. Audience Participation, Announcements and Public Comments

7. Adjournment – Denise motion to adjourn, Jeff 2nd, all in favor, meeting adjourned by Debra at 11:31 am.-