

# **Classified Senate Executive Board Meeting**

## **August 3, 2004 – Meeting Notes**

**Attending:** Patty Bailey, Kurt Brauer, JacQueline Goff, Maggie Gonzales, Pam Hudson, Diane Leong, Pat Murray, Rocky Rose, Jeff Scott, Paula Tillery, Jean Wallace

**Unable to**

**Attend:** Yvonne Board, Rosa Buss, Tasa Campos, Mary Herman, Diane Kew, Karen Ostegard, Jan Recktenwald, Caroline Vanlandingham

Rocky Rose opened the meeting at 12:05 p.m.

The minutes of the July 13 Executive Board meeting were opened to discussion. A revision was proposed regarding attendance at upcoming Classified Leaders meeting that Rocky will be unable to attend – Maggie Gonzales will represent the Senate at the August 20 Classified Leaders meeting, and Pat Murray will represent at the October 15 meeting.

A motion (Gonzales) was made to accept the July 13, 2004, meeting minutes as revised. The motion was seconded (Scott) and approved.

### Report From Grossmont Council

Pat Murray reported that the statewide survey regarding Shared Governance was sent to Classified staff members via e-mail.

Pat also reported that the Grossmont Convocation will be on Monday, August 16, beginning at 8:30 a.m. The convocation will begin at 9:30 a.m., and the Executive Board members will be introduced between 9:30 and 10:30 a.m. Pat asked E-Board members to attend if they are able to do so.

### Report From Cuyamaca Council

Maggie Gonzales reported that the Cuyamaca Convocation will be Wednesday, August 18, beginning with breakfast at 8:00 a.m. The Convocation will begin at 9:00 a.m., and Executive Board members will be introduced between 9:00 and 10:30 a.m. Maggie asked the E-Board members to attend if they are able to do so.

### Report From District Council

JacQueline Goff reported that the new Vice Chancellor-Human Resources, Ben Lastimado, is now on board. She commented that Vice Chancellor Lastimado has an “open door” policy. Rocky added that he will be meeting soon with Ben.

### Report From Executive Chair/District Budget

Rocky said that he would like to schedule a meeting to include him, David Laughlin, Kurt Brauer, Jim Austin, and Paula Tillery regarding the transfer of signature authority.

Rocky reported that the Senate ended the 2003/04 year with a balance of \$2,115. He added that there are two encumbrances that will carry forward to 2004/05, and that the approximate beginning balance for the new year is \$1,720.

### Monthly Classified Senate Award

Rocky informed the E-Board that Claudio Vilchis, of District Information Systems, would be the recipient of the August Classified Senate Award

Rocky discussed the need for more nominations, and said that we need to promote the award and encourage nominations. There was a slight discussion of efforts to increase the nominations.

### Communications Subcommittee

Deferred

### Fund Raising Subcommittee

Deferred

### Other Business

- Newsletter - Rocky reported that the *Classified PRO* will be distributed at the August 17 Governing Board meeting.
- Open Meetings – There was a brief discussion concerning open meetings. At the next E-Board meeting, Bylaw language (e.g., guests indicating their intention to attend and the submission of agenda items) will be finalized concerning open meetings.
- New Hire Welcome Letter – JaQ reported that the new hire welcome letter is ready, but will be finalized after review by Dana Quittner.
- Fundraising – Rocky asked the members to be thinking of ways to fund raise. Fundraising will be discussed further at the September retreat.
- Moving the Grossmont/District Meeting Site – After a brief discussion, it was agreed that future E-Board meetings would be teleconferenced from the District Office conference room as they have been in the past. In the event that large attendance is anticipated at a meeting, the LRC conference room could be reserved.
- Senate Pin – Pat reported that the Grossmont Foundation would pay for the cost of the Classified Senate pin. The cost of the pin is approximately \$1 each, and the initial order would be for 100 pins. She also reported that the pin design was approved by Dana Quittner. A motion was made by Pat Murray to approve the pin, and payment by the Grossmont Foundation. The motion was seconded by Jeff Scott, and approved.

There was discussion concerning to whom the pin should be given, when, etc. It was generally agreed that the pin should be given, along with other gifts, to the monthly Classified Senate Award recipient, and to others upon request.

- The second annual E-Board retreat will be held Friday, September 24, from 12:00 n. to 4:30 p.m., at the Mission Trails Visitors Center. Lunch will be served from 12:00-1:30 p.m., and will include invited guests (Chancellor, Presidents, Vice Chancellor-Human Resources, and Board members.) The business portion of the meeting will continue from 1:30-4:30 p.m.

Rocky asked the E-Board members to send retreat agenda items to him.

### Next Meeting

The next E-Board meeting will be Tuesday, September 14, 12:00 n. The meeting will be teleconferenced between the District Information Systems conference room, and the Cuyamaca TLC conference room.

The meeting was adjourned at 1:00 p.m.  
PMT