**CLASSIFIED SENATE**

**EXECUTIVE BOARD MEETING**

**November 4, 2008 – Meeting Minutes**

DRAFT

**Members Present:** Rocky Rose, Debi Miller, Diane Kew, Julio Soto, Lynne Davidson, Maggie Gonzales, Pat Murray, Patricia Bailey, Yvonne Board

**1.** **Welcome and Call to Order**:

The meeting was called to order at 12:07 and the teleconference equipment was not functioning – telephone conference meeting was conducted.

**2. Report from GC Academic Senate**

Chris Hill, GC Academic Senate president, joined the meeting as a guest and distributed the Grossmont College Institutional Planning Cycle that was developed as a response to accreditation recommendations for Grossmont College. The goal of the new planning process was to make it more meaningful and more directly responsive to fiscal resources. See attachment). The grid included collegial discussion from the classified senators including adjunct faculty participation and how to evaluate the new process. Chris Hill pointed out that all constituency groups were included in the governance process through committee appointments and that there will be an all-campus evaluation distributed in March to be reviewed by the annual Leadership Retreat conducted by the president’s office.

**3. Approval of Minutes from 10/7/08**. Quorum was not met, carried over to next meeting.

**4. Communication:**

VP Reports:

 District: Nothing brought forward.

 Grossmont: VP Report for October e-mailed to the E-Board (see attached)

 Cuyamaca: VP Report for October e-mailed to the E-Board (see attached)

President: President’s Report for October was e-mailed to the E-Board. (see attached). In addition, the President covered the following items:

* Spring Planning Retreat: The President polled the group for the possibility of a Spring Planning Retreat. A majority of the group favored this idea scheduling an evening/dinner or possible a Saturday breakfast meeting without administration to discuss upcoming elections and final details for Staff Appreciation Day in April. Dates will be brought forward to the group for sometime in late February or early March as to not to conflict with the preparation for Staff Appreciation Day.

* No January E-Board meeting. The President explained that a January meeting of the E-Board was not scheduled due to the timing of returning back to work after holiday break.

Treasurer: J. Soto gave the Treasurers Report and indicated that nothing had changed on the ledger since the last meeting. He asked for help about how to make a deposit to the Trust and the group advised him to work with Paula Tillery.

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**5. Continuing Business**:

Refund Karen Knox: There was discussion about refunding Karen Knox (Dave, in an e-mail later corrected our group that the name is FOX.) Quorum was not met, and the decision will be handled through e-mail. The group discussed the definition of what quorum was. The President will research further what constitutes quorum rules and our C&Bs and update everyone at the next meeting.

Card Signing Date (11/15 or 1/2/6). The President asked the group their preference for a card signing date. The group consensus was to hold the card signing on 12/6. The group also decided to hold the meeting at 9am in the DACR. L. Davidson was tasked with reserving the conference room. Several board members said they would bring Holiday Treats to munch during the gathering.

**6. Fundraising Activities:**

Dudley Bread: Pat Murray announced the Dudley’s bread campaign would end soon and that J. Osborne would be retrieving the bread on 11/22 for 11/24 delivery to the district.

See’s Candy: Diane Kew reported to the group that she was unsure how to get started. She had been in contact with the Sees store in San Diego and set up a new Classified Senate account. She would be working with P. Tillery on firming up plans and sending out an announcement district-wide soon.

**7. Governance**:

Committee Updates: D. Miller informed the group that the next cycle for the Chancellor/Classified Senate award is underway and the Review Committee will be meeting to review the next set of submissions.

Nothing else was brought forward at this time.

**8. New Business**:

Tecate Children: There was discussion about sponsoring a child for the Holidays and it was decided that there was enough board members present to vote on the sponsoring of a child from Tecate. M/S/A Murray/Kew for the senate to sponsor the children as they did last year. The group discussed how many children and price per child. **The final proposal was that $50 be donated to 2 children.** The amended proposal was voted on and passed unanimously. *Rocky would be seeking reimbursement for the donations.*

C&Bs: The President asked the E-Board to review the changes submitted for a 1st read to the C&Bs.

Smoking Ordinance: The President reminded the group the importance of the Classified Senate support for the upcoming smoking ban at the college.

CSAD: M. Gonzales, VP at Cuyamaca informed the group of the upcoming committee meeting on November 14 from 3:30-5:00 in the teleconference rooms.

**9. Other:**

M. Gonzales additionally reported that a writing committee will be established through IPC to work on the next Strategic Plan for the College (2011-2016).

Lynne Davidson would like the group to offer their support for additional fundraisers. She will bring information forward at the next meeting on this matter.

GROSSMONT COLLEGE

CLASSIFIED SENATE

VICE PRESIDENT REPORT

11-04-08

Report Out From Planning & Resource Council: Next meeting is 11-20-08.

Accreditation:

On November 5 Grossmont College will welcome back members of the Western Association of Schools and Colleges accreditation team. The recommendations to be addressed are (1) diversity training; (2) SLO progress; (3) streamlining the institutional planning process; (4) excellent working relationships across the District.

Grossmont College Foundation Gala

It was at the Mission Bay Hilton. Although I didn’t see Paris there, the event was wonderful!

Student Related Activities:

Gabrielle Wimer, an intern at the San Diego Police and student at Grossmont, solved a 37-year old murder by taking retrieved finger prints and submitting them to the fingerprint database. The suspect was arrested in Texas for the murder and is in jail awaiting extradition to San Diego. Way to go Gabrielle!

The ASGC hosted a traditional marriage debate on October 23rd in Griffin Gate, and a Halloween event in the Main Quad on October 30th. They are organizing a Spirit Week for November 10-13.

On the Student Services side of the House

Approximately 60 high school students from CHAMPS (Community Health & Medical Practices) program were hosted on October 7 by Health Professions & EOPS.

On the Instructional Side of the House

The Arts Department will be displaying faculty members’ artwork on October 30th in Hyde Art Galley.

Lastly, we welcomed one new classified staff to Grossmont College: Melissa Solis – Multi-Media Assistant

CUYAMACA COLLEGE

CLASSIFIED SENATE

VICE PRESIDENT REPORT

November 4, 2008

Report out from Innovation & Planning Council (IPC): The College will be working on their Strategic Plan for 2010-2015 and discussed at the IPC Retreat on 10/24. A Writing Committee will be established to craft a community survey to go out in Spring 2009.

The IPC is working on the name of the Science/Math building for Wendell Cutting and will be presenting the dedication language to DEC and the Board by December. The Council also approved the Annual Implementation Plan (AIP) for 2007-2008. In addition, the new goal growth for the college with be 2.19% or 5,799 FTES. It was announced that there would be opening of classified positions to support the new buildings.

Student Related Activities: Four dedicated individuals: Ana Gloria Rodriguez, Lori Rin, Queenette Alexander and Jan Tubiolo recently completed their college Certificates of Specialization in Kumeyaay Studies. This is the first graduating class in this certificate area at the College. Congratulations to these students.

On the Student Services Side of the House:

Cuyamaca College hosted the Transfer Fair and the Grossmont Union High School District (GUHSD) *Got Plans?* Got Plans is an annual event in the district which gives students an opportunity to meet with reps from other colleges and with CC instructional department leaders to discuss their educational goals. The Student Center and the outside plaza entertained approximately 5,000 students, parents, and community members who attended this event, constituting a record breaking attendance for an event at the College.

The CARE program held its annual Food Pantry Outreach on Wednesday, October 1 and the donations will be used to assist CARE single parents and any other Cuyamaca students in need of emergency food aid.

On the Instruction Side of the House:

The Communication Arts Theatre continues to be the hub of concert series activities on campus through the end of the semester.

One of our renowned Spanish Instructors Patricia Santana will be hosting a book signing at Grossmont College in Griffin Gate at 7:00p on November 5.

Lastly, we welcomed two new classified staff to Cuyamaca College: Melissa Lanning, Chem Tech and Charles Walker, Instructional Lab Asst.

PRESIDENT’S REPORT

NOVEMBER 4, 2008

I attended the October 21 Board meeting on behalf of the GCCCD Classified Senate.

The 3rd Quarter Chancellor/Classified Senate Award was part of the agenda for the Board meeting. The Chancellor, me and Yvette Macy offered some wonderful words about Susan Bender and she received the trophy and the gift certificate. We also recognized her husband and in-laws for their support.

In addition, the following Board Report was given:

We would like to thank those Board members and district personnel who were able to attend the Classified Senate Retreat on Sept 19 and for their continued support to the Classified Senate.

At the Retreat, with the valuable input of E-Board members, and at the Classified Senate E-Board meeting this month the Vision and Mission Statement was unanimously approved. This was a collaborative and collegial process and I want to thank the E-Board members for their important contribution to this matter. The Vision & Mission Statement will be placed on our website and included in any printed materials. Copies are available at the information table.

The E-Board has been very busy and also approved a Welcome Letter to be sent to all newly hired classified staff once they are approved by the Board. In addition, we are currently working on Goals and Objectives for the coming year and a master calendar for our fundraising events.

We would also like to thank Dr. Lastimado for the Leadership workshop he conducted for Classified Senate.

At this point I would like to extend congratulations on behalf of the Classified Senate to the newly hired classified staff.