**GCCCD EXECUTIVE BOARD MEETING**

Tuesday, July 10, 2012 – Meeting Notes

**Attendees:**

Rocky Rose, Wendy Corbin, Maria Briney, Pam Wright, Joe Balestreri, Cindy Echaves, Avelina Mitchell, Ken Grimes, Yvette Macy, JacQueline Osborne, Jennine Boschock, Pat Murray

Excused: Nicole Boyer, Connie Sterling, Melissa Chandler, Mary Eden, Angela Johnson

Absent: Patty Sparks, Patty Bailey

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Meeting Called to Order: 12:01 pm

**Agenda additions/deletions/changes:**
Guest Denise Schulmeyer, Professional Development Coordinator from Grossmont dropped into the meeting.

**Approval of Minutes (6/5/12)**
Pat Murray – Motioned to approve with corrections, Rocky Rose –Second, Abstentions: Avelina, Jennine, Pam. Motion passed.

**CSAD raffle ticket sale proceeds**
Records for the raffle CSAD 2012 fundraiser indicated $485.00 raised.
Yvette made a motion to use $100 of those funds towards Mother Goose parade, and $385.00 toward purchasing raffle prizes for CSAD 2013. Maria B.-Second, Motion passed.

**CCLC Conference Proposal** :Pat Murray proposed to the group that the GCCCD Classified Senate president attend the CCLC conference once during their term. Rocky Rose suggested a plan to request funding fully from the chancellor. If that proposal falls short then negotiate half from the District-wide professional development funds (1215208) and half from Classified Senate Trust. Last resort: if no funds are available, then plan for a fundraiser to send the Classified Senate president at least one time during
2-year term.

Classified Senate Logo (link) – not discussed

**COMMUNICATIONS:** Wendy reported that she accepted the resignation of Debi Miller and Robert Mountain. The executive board changes will reflect the resignations in the following ways. Nicole Boyer will complete the remainder of the one year term as secretary and JacQueline Osborne will step into the open senator position. Karen Kline will step into the open senator position vacated by Robert Mountain. Wendy invited Rocky to consider taking the open senator position at Cuyamaca College. (\*Note from the recorder – website updates should be generated with these changes.)

**Budget Allocation Taskforce**
Wendy reported that the BAT hasn’t met recently but at the last meeting the group had decided to set goals of how best to communicate the discussions about a new model to all constituents. Dale Switzer and “The Company” HMC are the moderators/consultants to the group. One of the last discussions included how to include growth and facilities (new buildings) into the allocation model.

**Cuyamaca - Avelina Mitchell**
Avelina attended the Classified Leadership Institute June 14-16 in Ventura. Our district Classified Senate won 3rd place in the website contest. Wendy mentioned that Debi also was awarded twice by 4CS. One for being a supporting donor and the other for instituting south region senate president retreats. Avelina felt it was a good conference. She attended workshops “Brown Act and Roberts Rules”, Media Distribution – how to distribute communications and media to staff via, videos, software etc. and Union/Senate Relations. She especially liked hearing the legislative report on closing day and reported the possibility that the conference will be in Sacramento next summer potentially to avail traveling to the capital building to the participants. Avelina also reported that she will be attending a Budget forum at Cuyamaca today at 2pm (7/10) and Pre-Board Meeting regarding the Facilities Master Plan on July 17th  from 3:30-4:30 in room I-207. She also identified some of the critical hires that were planned since the ERI.

**District Services – Yvette Macy**  Yvette referred the group to her report that was submitted online.

**Grossmont – Joe Balestreri** announced that in addition to the report he sent, that there is an EMP workshop scheduled at Grossmont on 8/9/12 from 12-1 for any staff member that is interested. He is working with Chris Hill and Shirley Pereira to give info that is specific to how staff at Grossmont staff relate to the district EMP (Educational Master Plan).

**Treasurer – Maria Briney** reported that the budget has not fully rolled over. The balance in the Prof Dev key budget code is $5,000 and that finally all meals from CSAD 2012 have cleared. Maria also reported the Trust fund balance of $2,880.99

**State Resources –Pat Murray** has planned to conduct workshops on Tuesdays for any staff interested in learning more about statewide resources for California community college employees. The schedule she proposed is as follows:

July 17 – Guest **Beth Smith, President of the statewide Academic Senate**: First half hour will be about how a bill becomes a law and current legislature effecting community colleges and the second half hour will be a Q and A for Beth. Pat encouraged staff to send questions ahead of time.

July 24 –**Community Colleges League of California with Mark Zacovic** (CCLC) and the Board of Governors/System Office. How does the state do business with community colleges? Learn about how CCLC effects policy and procedures here at our district.

July 31-**California Community Colleges Classified Senate** (4CS). Why have a state senate? How does it help our community colleges? (This workshop was replaced by a workshop with Samantha Elliot about the student state senate – pm 8/7/12)

**OPERATIONS - Team goal setting** for 2012-2013 (Site and Districtwide)

Wendy wanted to discussion to begin now about goals so that the group would be ready at the retreat to set goals. Some of the goals that were already submitted included education about state organizations, improving process for committee member naming, bonding activities, team-building, building, community, and morale building. An extensive discussion followed about a clearer process to get staff away from their desk. Rocky commented that accreditation is a strong proponent for staff. Wendy would like for there to be a procedure. The chancellor was going to be responding soon to Wendy’s request for a process for ensuring all staff are equally ‘released’ to participate.

Classified Senate Retreat-Location suggestions– not discussed

Fundraising for Mother Goose Parade: Bowl-a-thon – not discussed

Chancellor’s Classified Senate Award – not discussed

**Additional Agenda item: Staff Development**
Denise Schulmeyer, Professional Development Coordinator from Grossmont wanted to ask the group about their training and professional development needs. Denise also recently had met with new VC Victoria Simmons about employee professional development programs and training mandates. Denise invited everyone to send her email ideas for workshops and to ‘dream big’ because there was a small budget. Some ideas discussed included First Aid/CPR, dealing with difficult supervisors, and professional portfolio/upward mobility workshops.

Meeting Adjourned: 1:05 pm Next Meeting – Tuesday, August 7, 2012