

**GCCCD Classified Senate**  
**Fall 2013 Retreat Meeting Notes**  
**Friday, September 20, 2013**

**Attendees:** Avelina Mitchell, Karen Kline, Rhonda Bauerlein, Carrie Valdez, Laila Vejar, Laura Gordon, Wendy Corbin, Eddie Vasquez, Cindy Hall, Della Elliott, Lynn Davidson, Kasi Althaus

**Guests:** Jennifer Danks, Edwin Hiel, Mark Zacovic, Pat Setzer

**Absent:** Linda Daley, Mary Edin, Patty Sparks, Sharon Farley, JaQ Osborne

1. Meeting was called to order at 11:55 a.m.
2. Introductions.
3. Avelina talked about her focus on back to basics. She wants Classified Senate (CS) to be more visible. It was suggested that agendas and minutes for CS meetings be sent to all classified staff. Another suggestion was to create a CS Facebook page.
4. Committee members are asked to send reports back to the Classified Senate about developments in the committees they attend.
5. The GCCCD resolution to ask the CCC Chancellor's office to include mandatory professional development for classified staff was discussed. A District Wide Resolution, with a signature page, was sent around for signature to be fax and mailed once all signatures are captured.
6. Professional development opportunities for classified staff were discussed.
  - Classified wants webinars that they can do at their desks because it's hard for them to get away.
  - They would like something like [Lynda.com](http://Lynda.com) so they can keep up with software like MS Office
  - Classified want to create their own workshops.
  - They primarily want workshops that will help them do their jobs better and provide cross training, for example:
    - How to do a "Quick \$ Request"
    - What should everyone know about facilities, payroll, purchasing, or the Cashier's office, etc.
  - There was interest in a conflict resolution with supervisors workshop.
  - There was interest in a discussion about The Happiness Advantage book.
  - Dr. Zacovic said that professional development is funded through Program Reviews and performance evaluations, so if we wanted to get professional development dollars, we should request it through those two avenues.
7. At this time there are no minutes from the July meeting.
8. Treasurer's Report - \$8,726 is currently available and \$2,205 in the trust fund.
9. Eddie Vasquez did a rapport building ice breaker exercise.
10. Tammi Marshall talked about the accreditation site visit that will take place October 14 – 17. She gave us some questions that may be asked during the site visit. She encouraged everyone to take the accreditation basics online workshop at <http://goo.gl/YYHU2P> and asked that copies of certificates earned during this course be put in her mailbox.
11. CSEA is negotiating release time for the CS President and Vice President.

12. Fundraisers – Karen Kline asked for help with fundraisers. See's Candy has a new \$675 minimum to be eligible for the fundraising discount. There is an online ordering option available. See <http://fr.sees.com/>
13. Adjourned at 4:25 p.m.