



## Classified Senate

**March 29, 2016  
(12:30 – 1:30)  
Meeting Notes**

<b>Development Board</b>			Meeting Started: 12:35pm	Meeting Adjourned: 1:30pm
President	Yvette Macy	X		
Vice President	Jennine Boschock	X		
Secretary	Della Elliott	X		
Treasurer	Kasi Althaus	X		
Senator	Dawn Heuft	X		

Item	Summary/Action	Communication Yes/No (To Whom/By Whom)
<b>1. Action Items/Approval of Minutes</b>	Approval of 2/23/16 minutes	Motion: Jennine Boschock Second: Yvette Macy All in favor: Yes Abstentions: None Minutes Approved
<b>2. Communications</b>	District Services Council: Jennine Boschock did not attend DSC this month.  4/10 work week starting June 4 and will continue to two weeks before the start of the fall semester.	Yvette will forward DSC minute notes to review.
<b>3. Site C&amp;B's</b>	Elections are in May, C&B's need to get done. The week of April 18 was agreed upon to begin the process. It was agreed that the constitution for the three sites should be standard and the bylaws customized to meet the specific needs of individual sites. It was noted that District Services' will only be the third in the states after Peralta and Contra Costa to have a district CS, so we are exploring relatively new ground.	Check calendars for date to meet to work on C&B's.

<p><b>4. Professional Dev</b></p>	<p>On the matter of professional development, the chancellor has announced that Bryan Banville has been named Interim Professional Development Specialist. Classified Senate Presidents and Vice Presidents will meet with him individually to go over professional development issues relating to classified. Everyone should keep their eyes open for good seminars on updating worker skills. It was suggested that Bryan should be made aware of the limited hours classified staff has to participate in PD workshops. It was also mentioned that there needs to be a tracking tool and that topics could cover issues like leadership skills, conflict management and ways to improve employee resumes. A good workshop for classified senate reps would be learning tools to become more engaged in meetings attended as part of our shared governance responsibilities.</p>	
<p><b>5. Website</b></p>		<p>Dawn will post minutes.</p>
<p><b>6. Coordinating Council</b></p>		
<p><b>7. We Care</b></p>	<p>Anniversary Cards were signed and prepared to be sent out. This month will be a trial run.</p>	<p>Yvette will send out cards.</p>
<p><b>8. District Star</b></p>	<p>District Star awards are due to be distributed in May. With just six or seven given out last quarter, there needs to be a better way to solicit nominations.</p>	<p>Dawn volunteered to make posters that can go up in the break areas announcing that the nominations are being sought.</p>
<p><b>9. CLI 6/16-6/18</b></p>	<p>Discussion on transportation to CLI conference in Ventura: There was agreement to look into taking Amtrak because of the potential of heavy traffic congestion.</p>	
<p><b>Next Meeting:</b> Tuesday, April 26, 2016 12:30 – 1:30 pm</p>		