

Minutes

Cañada Classified Senate Meeting
Monday, March 26, 2007
11:00 am – 12:00 pm
Building 5-209

Present: Kathy Smith, Brian Horwitz, Joan Murphy, Jacquelyn Holley, Roberta Chock, Debbie Joy, Lina Mira, Maria Mendez, Ricardo Flores, Robert Hood, Terry Watson, Maria Lara, Ruth Miller, Aja Butler

College Council Update

Joan Murphy reported that College Council has approved having two co-chairs – one each classified and faculty, instead of one chair and vice-chair; the composition of College Council will remain the same as before, the numbers of members will not decrease as proposed; recognizing that although College Council is only advisory to the President, the President will report back to College Council as to why he/she decides not to accept a recommendation of College Council; an exploratory group consisting of Mike Walsh, Jeanne Gross, Chuck Carlson and Lesli Sachs, has been asked to research ideas/events/activities for a Diversity Committee that would report to College Council.

Strategic Planning Update

Interim President Mohr gave a comprehensive update of the Strategic Planning process at the All College Meeting on 3/20/07. The Strategic Planning committee is meeting later today to finalize the Mission Statement, Goals, Values and Strategies.

Presidential Search Update

Robert Hood reported that the committee is on schedule, which is available online at <http://www.canadacollege.edu/inside/search/>. Everyone is strongly encouraged to participate in the candidate forums which will be held May 15-17. Aja Butler reported that although the job announcement is supposed to be posted on the Chronicle of Higher Education, she was not able to locate it. Robert said that he will forward that information to Vice Chancellor Harry Joel.

2007 Classified Senate Elections

It is time for nominations for Classified Senate officers for next year. Under our newly revised Constitution and By-laws the offices of President and Treasurer will be for two years, and Vice President, Secretary, and Activities Coordinators remain one year terms. It was clarified that the Vice President does not automatically become President the following year. Roberta Chock will email nomination material to all members. Please consider serving and talk to people you think would be good candidates. Nominations will be due April 12 to Roberta. (Nomination Form is also posted online at http://www.canadacollege.edu/inside/classified_senate/0607/index.html)

Leadership/Staff Development

A copy of the Classified Leadership Institute was passed around, and it was also emailed to all members prior to this meeting. Margie Carrington had reported earlier that she had attended this workshop and didn't think it served our needs very well. If anyone wants more information about it, please talk to Margie. Please send your ideas/requests for staff development to Denise Erickson, who is our new Faculty and Staff Development Coordinator. Some ideas that were mentioned: develop facilitation skills, diversity training, how to be an effective assistant, time management, how to delegate, how to focus in a job that has many interruptions.

Year End party

Denise Erickson has volunteered to host the all-college year end party at her home again. Some other locations were discussed: Woodside church, Methodist church at Valota & Alameda in Redwood City, the community room at the College Vista housing complex at the District. We are appreciative of Denise's generous offer and suggested that people plan to park at the lot across from the District Office and carpool from there, as Denise's home is difficult to locate and the parking is very limited. Classified Senate agrees to financially support the year end party by matching the amount from Academic Senate, if/when asked to do so.

Supporting students and staff with Classified funds

- As approved at our last meeting, a check for \$300 was issued for Aja Butler to use as discretionary funds to meet petty cash needs of our students; a check for \$1000 was issued to the bookstore for use in the textbook rental program.
- In lieu of flowers, we approved a donation of \$100 to be given to Daniel Salgado whose mother recently passed away and whose funeral was held in Mexico.

Announcements/Other

- Jacquelyn Holley handed out copies of the Community Information Handbook – resource listing for people to use to help students find local resources
- KinderCaminata is 4/27. Volunteers will be needed.
- There will be a campus-wide power outage on 4/4 from 3:00-7:00 pm. Details are being worked out, but probably the campus will be shut down during that time.
- 3/28 is the deadline for classified who are volunteering to work at commencement to reserve regalia
- There may be a staff vs. student softball game during Spring Fling
- Discussed having a classified party sometime between sessions, probably in early June.

Next meeting: April 23, 2007

Next meeting in the Cantina.