

Cañada Classified Senate

Minutes of meeting on:

October 29, 2007

Members Present: Sue Eftekhari, Stephanie Bergren, Maria Huning, Linda Allen, Mike Tyler, Joan Murphy, Ruth Miller, Maria Lara-Blanca, Debbie Joy, Maggie Souza, Fleeta Rodriguez, Ricardo Flores, Edith Flores, Jonna Pounds, Terry Watson, Roberta Chock, Make Walsh, Rita Sabbadini, Jose Romero, Margie Carrington, Vickie Nunes

Guests in Attendance: Jeanne Gross, Megan Eznekier, Denise Erickson

Call to Order: The meeting was called to order by President, Joan Murphy at 12:30 pm.

Minutes: The minutes of the meeting of September 19 were corrected to show the correct spelling of Stephanie Bergren's last name. They were approved as corrected.

Classified Hiring Requests: The following classified hiring requests were presented and discussed:

<u>Classification</u>	<u>Amount of Time</u>	<u>Presented By</u>
Instructional Aide II – Fashion Design	60%	Jonna Pounds
ECE/CD Program Services Coordinator	F/T	Jonna Pounds
Financial Aide Assistant	F/T	Margie Carrington
Learning Center Instructional Aide II	Afternoon/Evening	Jeanne Gross
Student Activities Office Assistant	48% - 10 mos.	Jeanne Gross
DSPS Instructional Aide II	48%	Jeanne Gross
DSPS Office Assistant II	53%	Jeanne Gross
Admissions & Records Assistant III	F/T	Maria Lara/Ruth Miller
Accounting Technician	67 – 100%	Vicky Nunes
Humanities Office Assistant II	50%	Joan Murphy

After being discussed by the Classified Senate, the recommendations will go to the Academic Senate and to the Instruction Student Services Council (ISSC) meeting.

Professional Staff Development: Vickie Nunes gave a PowerPoint presentation created by Rosalina Mira regarding Classified Staff Development and what money is available. A copy of that presentation is attached to these minutes. A question and answer period followed that was covered very effectively by Megan Eznekier, Denise Erickson and Vickie Nunes.

It was recommended that a committee be developed to investigate the ways in which Classified employees could pursue Professional Development and what funds are available for such endeavors.

A CSEA representative will be asked to attend our next meeting and members were asked to try to come up with retreat ideas.

Holiday Basket Fundraiser: All baskets should be completed and turned into the bookstore by November 19th. The Drawing will be held on December 14th. Raffle tickets are being distributed to the Division offices for sale. Everyone was asked to encourage students and colleagues to purchase tickets for the baskets to support the Classified Scholarship Fund.

Holiday Luncheon: The Classified luncheon will be held on December 7th at Arrivederci & Bella on Seaport in Redwood City, from 1:00-3:00 pm. A flyer will be distributed along with menu selections and prices. Money must be received by Jose Romero or Debbie Joy by Friday, November 30, 2007.

All College Party: The all college party will be held on December 4th. More information will be forthcoming.

All College Meetings: Discussion was held regarding the frequency of the All College Meetings called by President Mohr. It was the consensus of the group that they should be called less frequently so that more people would be inspired to attend.

Block Scheduling for Classes: The Academic is in the process of discussing Block Scheduling for classes. More information will be given as is decided upon.

Cañada College Housing Project: The housing project was discussed and the attendees were asked to think about appropriate names for the project.

Committee Reports:

Diversity Committee: The committee has met and is discussed membership, purpose, training and methods of governance. Currently their meetings are held every two weeks on Monday. Informational flyers are being sent to remind people to attend. It is an open meeting and if there are any questions, please contact Val Goines at 3148.

Art on Campus: The committee is focusing on art for Building 9. Everyone was encouraged to come to the Gallery and view student works.

Announcements:

Harvest Party: The Harvest Party this year is being coordinated by the University Center/Academic Support Services Division. It will be held on Halloween, October 31st, from 12:30-2:00 pm in the Staff/Faculty Lounge in Building 9.

Next Classified Senate Meeting: The next Classified Senate meeting will be Monday, November 26th from 12:30-2:00 in the Staff/Faculty Lounge 9-154. Lunch will be served (Soup Social.)

Respectively Submitted,
Sue Eftekhari, Secretary