



Minutes

Monday, September 19, 2016

1:30 in Building 9 - Room 154

Attendees:

Mayra Arellano, Barbara Bucton, Maggie Baez, Nick Carr, Mary Chries Concha Thia, Hugo Enciso, Edith Flores, Sally Heath, Tracy Huang, Jamie Hui, Candice Johnson, Debbie Joy, Celeste Kidd, Chrissy Kincer, Kathy Kohut, Maggie Lozano, Krystal Martinez, Yesenia Mercado, Erin Moore, Joan Murphy, Vickie Nunez, Jonna Pounds, Chantal Sosa

1. Approval of Minutes from May 16, 2016
 - a. Minutes approved with no corrections

2. EMP/SWOT review
 - a. EMP is conducting a SWOT (Strengths, Weaknesses, Opportunities, Threats) analysis. Want input from each department/group on campus.
 - i. Paul Roscelli, Nick Carr, & Debbie Joy on EMP team together
 - b. SWOT Activity
 - i. Break out in to small groups of three and discuss the SWOT items. Report back each groups' perception of most important Strength, Weakness, Opportunity, Threats.
 - c. FLEX DAY results
 - i. Strengths #1: Admin/Faculty/Staff
 - ii. Weaknesses #1: Relationship/w community
 - iii. Opportunity #1: Relationship w/community
 - iv. Threat #1: Competition for international students
 - d. Other options that weren't listed on SWOT
 - i. Childcare programs - Threat.
 - ii. Faculty/Staff housing - Threat.
 - iii. Communication - don't know what's going on in other departments if you don't work in those programs/departments - Opportunity.
 - iv. Technology in the classroom - Weakness.
 1. Heidi H - runs technology committee. Add laptops/technology for program review consideration.
 - v. Transportation - Opportunity.
 1. Transportation - shuttle, loaner bikes, etc. ASCC selling tokens for half price.

3. Professional Development - Erin Moore
 - a. Professional Development Framework - Erin wants CS's input. Last year's plan was put on hold to develop an overarching framework for what that means on our campus. Collected data from visits last year and incorporated into framework.

- i. Leading from the Middle Team (LMT) - Alison Field, Melinda Ramzel, Trish Guevarra, Erin Moore, Chialin Hsieh. Visited Pomona.
 - ii. Steps LMT went through to arrive at Professional Development Framework (many steps were repeated over and over) – see presentation slide. Looked at community colleges, universities, and public and private businesses/organizations. Looked at our own current professional development practices.
 - iii. Timeline – see presentation slide. Received feedback from Butte College.
 - iv. Presenting to campus committees/communities for feedback on current framework draft. Will go back to Pomona at end of October to complete final draft of framework.
 - v. Framework vs Plan. – see presentation slide.
 - vi. Revision Suggestions – see presentation slide. Review 4 parts: Mission, Vision, Values, Framework
 - 1. How does this framework apply to your professional development work/experience?
 - 2. What’s missing, repetitious, unclear or inaccurate?
 - 3. What’s logical, purposeful, exciting or beneficial?
 - 4. Does this capture our concept for Professional Development at Canada?
 - 5. What other recommendations do you have for the framework?
 - 6. Take 5 minutes to review
 - a. Erin will provide link so CS can read in depth
 - b. Classified Leadership Institute (CLI)
 - i. Classified Professional Development Workgroup (CPDW) – finds and knows of opportunities that may not be paid for out of departmental funds.
 - ii. Classified Leadership Development - being funded by CPDW every other year
 - 1. Need to determine what the process will look like for Classified Senate members to take advantage of these funds
 - a. This year we are trying out an application to sponsor CS members to attend CLI (see application handout)
 - 2. Erin will put a link on the website to see more details about the CLI, and will include a copy of this trial application
4. Finance Report - Hugo Encisco
- a. Raised over \$1300 for the Holiday Basket raffle
 - i. That money will go to the foundation. We decided to keep 10% = \$130.
 - b. Also had a small contribution from eScript in June and August.
 - i. Amazon is not doing eScript anymore.
 - c. Current Total balance: \$1431.55 is how much we have available going forward this year.
 - i. How much we have after returning money to foundation.
 - d. Can do a volunteer payroll deduction of \$5 up to however much you want to give. It is pre-tax.
 - i. See Debbie or Hugo to arrange deduction
 - e. No questions regarding the balance/statement.
5. CSEA Q&A - Jeanne Stalker

- a. You may come to Maria Lara, Yesenia Mercado, and Rachael Corrales for questions.
 - b. Currently in contract negotiations with the District - meeting this week to review the updates. Meeting is open to all members.
 - i. Reminder: All CSEA are Classified, but not all Classified are CSEA.
6. Upcoming Events/Fundraising
- a. Survey of Interest
 - i. What do you want to see us do this year? What do you think the purpose of Classified Senate is? What are our strengths/weaknesses?
 - ii. Please complete the handout (or the online version)
 - b. ASCC Spirit Week
 - i. Club Rush - Thursday, September 15, 9:00am-1:00pm
 - 1. Spur of the moment last week. Jeanne donated a bunch of Giants items & Chrissy donated an item to add to the gift pack. Raised \$115 from \$1 tickets.
 - c. Halloween
 - i. Pie throwing contest with ASCC - Thursday, October 27, 9:00am-1:00pm - NOT THIS YEAR
 - ii. Pot-luck/party - Monday, October 31
 - 1. Donate food or funds for pot-luck lunch.
 - 2. Campus-wide Classified Senate dress up.
 - a. Mayra Arellano and Chrissy Kincer volunteered to create photo backdrop.
 - 3. Need to find a room for lunch & photos
 - 4. Use to raise funds for Pat Hanada & Gail Kamei (long time classified employees) scholarships.
 - d. Holiday Luncheon - December 8th
 - i. Discuss various locations: Martins West (any day of the week on November, or 3rd week in January. No deposit needed.); Vesta - wants \$1350 minimum food spend; Spaghetti Factory (booked back room for Dec 8); Angelicas (can do bands, comedians, shows, etc. Nov or Jan. Any time of day - luncheon or evening. Would work with us on the deposit.)
 - ii. Change focus to Harvest/Thanksgiving Celebration - do something before Thanksgiving - check Angelicas for the Friday Nov 4, or Friday Nov 18
 - e. Ideas for Future Fundraising
 - i. Try raffling baskets or donations once a month
 - ii. Try a "GoFundMe" type activity for CS members (and others) can choose specific activities to donate time and resources to
7. Committee Reports
- a. Crystal, Monica Reynosa - going to MOT
8. Other/Public Comments
- a. N/A

9. Classified Senate Webpage