



Classified Senate <http://www.foothill.edu/classified/>

Thursday, March 26, 2009
2:30PM-4:00PM
ROOM 6708

Classified Senate Meeting

Attending(marked in RED):

MariaElena Apodaca

Maureen Chenoweth

Stephanie Franco

Gigi Gallagher

Dave Garrido

Craig Gawlick

Darya Gilani

Allison Largent

Sherri Mines

Cori Nunez

Erin Ortiz

Bhavi Patel

Denise Perez

Linda Robinson

Lucy Rodriguez

Virginia Slayton

Karen Smith

Nhung Tran

Inna Witcop

Pat Wood

DISCUSSION ITEMS	FOLLOW-UP
<p>Burning Issues</p> <ol style="list-style-type: none"> We're still looking for input to the District's Draft Harassment Policy. Erin Ortiz has been reviewing it. No layoffs this year. Notification of position elimination by June 2009, will one full year of time to process and make other plans. Displaced persons will have the opportunity to move into a lower paid, previously held position. Currently available positions are frozen and are recommended to be suspended and ultimately eliminated. Positions targeted for elimination will be known by the end of April, 2009. They still have to figure out the position bumping process. Details of bumping is a Union issue. Notification will be by person, not by seeing your name on a roster. There is not any discussion for voluntary (or permanent) furlough or reduction of position. There are 100 positions targeted across the district; this includes some elimination already happening. DeAnza includes 28 classified staff, Foothill includes 16 classified staff. Travel Careers has been eliminated Part-time faculty is heavily impacted. <p>The Board decided against going with a higher PT/FT faculty ratio as a temporary measure during this fiscal crisis. They are not looking just to reduce classified staff; they are looking to reorganize the whole operating structure. The President's Cabinet, the Chancellor's Council along with discussion at the Roundtable are all factors in position elimination.</p> <p>8. Languages are moving over to DeAnza, Input in making this decision should have involved more than deans. Faculty and Classified Staff have excellent ideas on these important topics.</p>	<p>Burning Issues</p> <ol style="list-style-type: none"> need input on a new draft of the district draft harassment policy no layoffs this year notification of position elimination by 6/09 Positions targeted for elimination by the end of April 2009 still no discussion of voluntary furloughs 100 positions targeted throughout the district. these are cuts across the board, not just classified staff travel careers has been eliminated part time faculty will be heavily impacted Language Arts are moving over to DeAnza.
<p>Approval of Minutes///Karen Smith Approve minutes for 3/12/09</p>	<p>Approval of Minutes Approved minutes for 3/12/09</p>
<p>Next Meeting April 23, 2009</p>	<p>Next Meeting April 23, 2009</p>

<p>Treasurer's Report///Denise Perez We have spent \$3737.28, with a few outstanding bills</p>	<p><i>Treasurer's Report</i> We have spent \$3737.28</p>
<p>Accreditation Still looking for a few co-chairs for mission task force, but keep in mind that there is a need for a LOT of Classified Senate representation in the near future. There are at least 11 chairs need for sub-committees that will need a classified member. This will present a challenge with the upcoming position eliminations, not only for less people, but expected absorption of work load.</p>	<p><i>Accreditation</i> Need representatives for 2 co-chair positions along with 11 subcommittee chairs</p>
<p>Announcements/Good of the Order///Maureen Chenoweth 1. We need someone to review the Classified Senate Employee Handbook. Maria Apodaca started a section before realizing how extensive the changes are. She suggested breaking it down into parts. Folks seemed more willing to suggest changes with that idea. This needs to be done BY the END of Spring Quarter, 2009. We are looking for volunteers to review the Classified Senate Handbook. Talk to Maureen about what part you'd be interested in doing. More eyes make for less strain on time and effort! 2. Senate elections coming up. Need a committee chair to run the elections</p>	<p><i>Announcements/Good of the Order</i> 1. Need for volunteers to review the Classified Senate handbook. It will be broken into parts, to make it easier. End of Spring 2009 quarter is the deadline 2. need a committee chair to run classified senate representatives and officers elections</p>
<p>COMMITTEE REPORTS</p>	<p>FOLLOW-UP</p>
<p>Academic Senate Report///Denise Perez No report, next meeting slated for late April 2009</p>	<p><i>AS</i> No report</p>
<p>Building and Grounds Committee///Denise Perez and Christine Mangiameli Concurrent meeting</p>	<p><i>B&G</i> Concurrent meeting</p>
<p>Campus Center Board///Allison Largent Not meeting till Spring 2009 quarter Café closed all next week Campus center venues book through Trish Davoran through meeting maker Campus Center Lounge is Room 2313</p>	<p><i>CCB</i> Next meeting, spring quarter, 2009 Café closed all week Campus center venues book with trish davoran</p>
<p>Commencement Committee///Bhavi Patel Has not met, but still looking for volunteers for this year's 51th commencement. As a volunteer, it's a 14 hours day, from 8am till 10pm but it is well worth it. This year's date is 6/27. This is a huge deal to have classified staff involved in this as many colleges do not let classified staff march along side faculty and administrators at graduation.</p>	<p><i>CC</i> <i>51th commencement, 6/27/09</i> <i>Need volunteers, 14 hour commitment (don't let that scare you!)</i> <i>Classified staff is in the procession with faculty and administrators</i></p>
<p>Educational Resources Committee///Maureen Chenoweth Did not meet</p>	<p><i>ERC</i> Did not meet</p>
<p>Ergonomics Committee///John Dubois A new employee has problems with their workstation. Six classified staff have not yet received their training. Christine Vo needs to be contacted</p>	<p><i>EC</i> There is an immediate need of some ergonomic assessment. Six classified staff need training</p>

Classified Senate is still kicking in 50% of the cost to be ergonomically compliant	(Thanks for stepping up to the plate!)
Program Planning ///Nhung Tran Maureen Chenoweth (MC) has not heard if they are stepping up to process to be accurate with position elimination strategies. The committee has not met	PPC Has not met
Roundtable ///Dave Garrido No report	Roundtable No report
Sustainability ///Karen Smith 1) draft sustainably master plan (SMP) outline targeted to be done April 1, 2009. target date for completion is June 2009	Sustainability SMP outline due April 2009 SMP completion targeted for June 2009
Technology Task Force ///Kathy Fransham, Tahiya Marome No report	TTF No report
<i>DISTRICT COMMITTEE REPORTS</i>	<i>DC</i>
Board of Trustees ///Maureen Chenoweth Has not met	BOT Has not met
District Budget Advisory Committee ///Maureen Chenoweth, Lucy Rodriquez Special election in May, six of the initiatives support a healthy operating budget We do not expect to see one initiative that raises property taxes to pass Further cuts are inevitable The future is uncertain	DBAC Special election this May, with six money initiatives up for vote
District Chancellor's Advisory Committee ///Maureen Chenoweth Did not meet However, the district's mission statement (up for evaluation and review) was discussed. Dave Garrido wanted to know where was the mention of the College Basic Skills initiative? This has been an important part of Roundtable's mission and discussion. Where is mention of pursuing and supporting of strategic learning initiatives?	DCAC Did not meet There was discussion as to why the district's mission does not include Basic Skills Initiatives along with Strategic Learning Initiatives
District Diversity and Equity ///Cori Nunez No report	DDE No report
District Educational Technology Advisory Committee ///Sheri Mines No report	DETAC No report
District Human Resources Advisory Committee ///Cori Nunez No report	DHRAC No report
District Legislative Committee ///Gigi Gallagher No report	DLC No report
District Professional Growth Advisory Committee ///Denise Perez Denise will help anyone get their paperwork together for submission. Website http://www.foothill.edu/classified/pga.html	DPGAC http://www.foothill.edu/classified/pga.html

District Professional Leave Committee ///Marcia Bhide No report	DPLC No report
SENATE COMMITTEE REPORTS	FOLLOW-UP
Retreat Committee ///Darya Gilani 1. RSVP coming soon, plans are sealed 2. May 8, 2009 3. Darya has volunteers to run the Senate elections	CS Retreat Update 1. RSVP coming soon, plans are sealed 2. May 8, 2009
Classified Recognition Week ///Erin Clifford-Ortiz 1. plans moving along, targeted for the week after the retreat	Classified Week Update 1. plans moving along, targeted for the week after the retreat
Employee Recognition Awards ///Stephanie Franco 1. need nominations for Spring 2009 quarter	Employee Recognition Awards 1. need nominations for Spring 2009 quarter
Committee on Committees This is as complete as it could be. It should be very useful for accreditation purposes. Many many thanks to all who had a part in figuring out who was still who: Dave Garrido, Denise Perez to name a few The committee on committee's structure will change with the new work structure being implemented.	Committees Update http://www.foothill.edu/classified/committee.html
Classified Senate Board Presentation ///Bhavi Patel 1. Bhavi Patel is running with this, Sindy Olsen is giving time to make it happen, along with Monica Sain, and Bill Frankeberger will help make it happen for the June 4 2009 District Board meeting.	Classified Senate Board Presentation Update Bhavi is making this happen for the June 4 2009 District Board meeting along with Sindy Olsen, Monica Sain and Bill Frankeberger
INFORMATION YOU NEED TO KNOW	FOLLOW-UP
Appointments: Calls for Volunteers call for volunteers and reps are highlighted in red throughout these minutes	Volunteer Update call for volunteers and reps are highlighted in red throughout these minutes
Reassigned time, backfill, and room restoration update 1. tabled, out of time	Restoration Update 1. tabled, out of time
Defining Excellence in Governance Group 1. tabled, out of time	Excellence Update 1. tabled, out of time
Dates to Remember: <input type="checkbox"/> Subsequent Senate Meetings are: April 23, 2009 (where?) <input type="checkbox"/> Classified Retreat: May 8 th , 2009, Hayes Mansion, South San Jose <input type="checkbox"/> Classified Appreciation Week: May 11, through May 15, 2009 4Cs Classified Leadership Institute, June 4-6, 2009 This year's program includes: <ul style="list-style-type: none"> ◆ Planting the seed: Leadership Development/Personal Growth ◆ Nurturing the seedling: Team Building/Senate Building ◆ Tending the Garden: Campus Involvement/Shared Governance Harvesting the Crop: Community Building/Global Outlook,	