



Thursday, June 19, 2008
 2:30PM-4:00PM
 Room 3015

Attending:

MARIAELENA APODACA
DAVID CAVALLERO
MAUREEN CHENOWETH
KATHY FRANSHAM
DAVE GARRIDO
ALLISON LARGENT
CHRISTINE
MANGIAMELI
SHERI MINES

ERIN ORTIZ
DENISE PEREZ
ZARMINA RAZZAQUI
LUCY RODRIGUEZ
PAUL SCHRAGE
VIRGINIA SLAYTON
KAREN SMITH
KAY THORNTON

Not Present:

Phuong Tran
 Nhung Tran
 Darya Gilani
 Stephanie Franco
 Bhavi Patel
 Cori Nunez
 Asha Harris

DISCUSSION ITEMS	FOLLOW-UP
Approval of Minutes May 15, 2008 minutes approved	Minutes Approved
Burning Issues Dave Garrido's last day as Senate President; we partied hard	Burning Issues Cake and punch for Dave Garrido's last day as Senate President
Next Meeting Thursday, July 24 th ; President's Conference Room (#1901)	Next Meeting 6/24/08 @ 1901
Treasurer's Report ///Denise Perez \$14,726.61 spent as of 6/19/2008	Treasurer's Report \$14,726.61 spent as of 6/19/2008
From Maureen ///Maureen Chenoweth 1. Changes in Operations: The Chancellor's Advisory Council will now send the President, or member of the Executive Council to the CAC meetings. 2. Maureen wants to institutionalize the training of core officers; she will email out soliciting discussion. 3. Maureen wants to talk more about working out of class opportunities	Maureen 1. CAC will now have classified senate pres attending 2. training of core officers 3. working out of class opportunity discussions
COMMITTEE REPORTS	FOLLOW-UP
Budget Update Group Has not met	BUG Update Has not met
Educational Resources Committee ///Asha Harris No report	ERC Update none
Program Planning ///Lucy Rodriguez There has been a flow chart created to show how information flows as it is structured for Program Planning. Lucy has asked for input on this at the next Senate meeting (SEE ATTACHMENT)	PPC Update Review current program planning worksheet
Building and Grounds Committee ///Denise Perez//Christine Mangiameli	B&G Committee 1. met 6/17, mission statement

<p>1. Met 6/17. Developed a mission statement</p> <p>2. Discussed how to coordinate with the balance of things that have yet to be put in place, they stated that they will not be a group that recommends change</p> <p>3. Art Heinrich wants to develop a bigger picture, regarding sign, discussion went into a lot of directions</p> <p>No recycling receptacles in Lots 7 & 8</p> <p>4. Questions were asked about the future of the old admissions and records building, will the walkway be accessible? There may be changes in design of that part of the building with the new architectural plan</p> <p>5. No recycling receptacles in Lots 7&8.</p>	<p>2. will not recommend changes or policy</p> <p>3. discussion on signage goes into a lot of directions</p> <p>4. future of old A&R discussed</p> <p>5. New parking lots missing recycling receptacles</p>
<p>District Sustainability Committee///Karen Smith <u>Board Policy Sustainable Practices 3214</u> has been sent to the Board and approved 6/2/08.</p>	<p>Sustainability Committee <u>Board Policy Sustainable Practices 3214</u> has been sent to the Board and approved 6/2/08.</p>
<p>HRAC & Mediation Update///Cori Nunez Has been reactivated with a May 21 meeting. Dave Garrido has been in touch with Doreen Novotny who has confirmed that Classified employees are told of which classified employee has been appointed to a hiring committee for manager. It is also true that Academic Senate ratifies all appointments after they choose who they want as their representative. Classified Employees would like that same privilege. Senates make sure of unbiased choices. Classified Senate language states that participation selection and retention of managers shows good operation practice. We want to do our own appointments of who we want on Manager Hiring Committees from Classified Senate. Darya said we are always in need of new EO reps</p>	<p>HRAC Update Need for parity in appointments to manager hiring committees between Academic and Classified Senates</p>
<p>District Budget///Lucy Rodriquez See Lucy's report as a separate attachment to these minutes (SEE ATTACHMENT)</p>	<p>DBC Update Minutes of District budget attached (will be considered a classic in years to come).</p>
<p>ETAC/EIS///Sheri Mines</p> <p>1. Maui replacement is done. 75 users will be testing it out and giving feedback. It will be available to former users along with people who couldn't use it because of operating MACS.</p> <p>2. Maui can't use MeetingMaker because of the design of the new MACS</p> <p>3. ABACA is the new spam filter. There will be a special link in College Email (Eudora) to show what might be spam. Instructions on ABACA are on the ETS website.</p> <p>4. This will change the way your email works and it WILL throw away stuff you don't use.</p> <p>5. Security policy and procedures going to the Chancellor's Advisory Committee (CAC). This is a Board Policy starting from the top (already</p>	<p>ETAC/EIS</p> <p>1. Maui replacement is done</p> <p>2. New program not able to use MeetingMaker.</p> <p>3. ABACA is the new spam filter.</p> <p>4. EMAIL WILL OPERATE DIFFERENTLY</p> <p>5. Security policy and procedures approved first through CAC, then asking for our comments..</p>

approved) and trickling down (for our input).	
Legislative Committee/Academic Senate///Kay Thornton 1. CS and AS formed an ad hoc committee to plan space for professional development in the 1900 building. Shirley Trainer Barker, John Mummert, Dave Garrido, George Beers, and Karen Gillette	LC/AS Update 1. 1900 building
Sustainability//Karen Smith 1. Next meeting will take place at the Green Building Exchange in Redwood City on Tuesday, July 1 st , 10am.	Sustainability update 1.Green Building Exchange, Redwood City, 7/01/08
Roundtable///Dave Garrido Last meeting of the year was 6/03/08 Several new areas of Roundtable impact classified staff and keeping reps/chairs in new areas is vital	Roundtable Update New areas will need classified staff
Chancellor's Advisory Committee///Stephanie Franco Did not meet	CAC Update Did not meet
FHDA Board of Trustees///David Garrido 1. State of the College Report, first time presented as a video presentation 2. short blurb about classified senate 3. lots of managers talked about what was going on	Board of Trustees 1. video presentation of state of the college
Meeting w/ President Miner 1. Met June 11. Art Hand spoke of an overtime issue, with classified staff being asked to work overtime and then telling them to take 1:1 time with no other option. SEIU contacted Art Hand about this. 2. The KCI has trained managers to process overtime the correct way, and they cannot bypass the overtime option to someone who wants correct compensation or overtime pay 3. The Professional Growth Award situation continues to be a difficult situation. Dave Garrido asked new Human Resources head to help come up with a resolution quickly. 4. End of year celebration continues to be a major event and Classified Senate is a major part of that. 5. The Program Review sheet was sent to Rob Johnstone. This will be forwarded to classified staff	FH prez and CS prez 1. overtime issue 2. managers cannot bypass OT offers when someone wants 1.5 comp or pay 3. PGA issue 4. End of year celebration wrap up 5. program review sheet and Rob Johnstone
SENATE COMMITTEE REPORTS	FOLLOW-UP
Retreat Committee///Maureen Chenoweth 1. Maureen wants to see this Retreat address the issues of building and institutionalizing governance 2. retreat programming will begin as soon as possible with governance in the entire district becoming more obviou	CS Retreat Update
Classified Recognition Week/// 1. We'd like to combine with Central Services	Classified Week Update 1. next year's retreat with Central Services and

AND De Anza 2. We'd like to do a presentation to the Board, creating a DVD, showing our involvement with student success and educated the board in general about our role within the College	De Anza? 2. presentation to the board on who we are and what we do; creat a dvd
Employee Recognition Awards ///Stephanie Franco We discussed the possibility of giving a \$100 award to the division that has the awarded classified employee of the year award.	Employee Recognition Awards \$100 award for division of employee being considered, vote yea or nay at, next meeting
Committee on Committees See the website http://www.foothill.edu/classified/committee.html for current committee listings.	Committees Update http://www.foothill.edu/classified/committee.html
4. Scholarship Committee ///Kay Thornton 1. Kay will decide criteria for receiving the scholarship 2. anyone wanting to contribute should email Kay	Scholarship Committee 1. criteria needs to be set 2. contact Kay to contribute to the fund
<i>INFORMATION YOU NEED TO KNOW</i>	<i>FOLLOW-UP</i>
Appointments: Calls for Volunteers Legislative Committee looking for new members	Volunteer Update reps needed for legislative committee
Reassigned time, backfill, and room restoration update	Restoration Update topic for next meeting
Opening Day Session Topics Sheri Mines was the only person to contribute to the opening day sessions	Opening Day Update one classified staff had ideasne classified staff had ideas
Defining Excellence in Governance Group	Excellence Update topic for next meeting
Announcements/Good of the Order ///Dave Garrido	
Dates to Remember <input type="checkbox"/> Next Senate meeting: Thursday, July 24, 12:30-2pm in the President's Conference Room Potluck <input type="checkbox"/> Classified Senate Retreat: Maureen Chenoweth's September 12, 2008 <input type="checkbox"/> 4Cs Classified Leadership Institute, at Granlibakken, Tahoe City	