I. **CALL TO ORDER** - The meeting was called to order at 10:06 A.M.

II. **PUBLIC COMMENT** - None.

III. **CONSENT AGENDA** – Eva motioned for approval and Melissa seconded the motion to approve the consent agenda. Approval was 14-0 as amended.
   a. Meeting Minutes: 9/24/2015 and 10/08/2015
   b. Committees:
      - Shared Governance Committees
      - Hiring Committees
      i. Campus Police Officer
         - Jonathan Munn, Chemistry (replacing Lindy Mercante)
      Committees Approved via Email
      ii. Administrative Assistant .475, Classified Senate
         - Allison Clapper, IT
         - Donna Walker, Faculty Senate
      iii. Facility Maintenance Attendant
         - Rachel Galindo, Marketing
         - Kenneth Shane, M&O
      iv. Financial Aid Advisor- 2 positions
         - Jacqueline Carmona, Instructional Support
         - Allison Clapper, IT
         - Ruth-Ann Garcia, Financial Aid
         - Brian Stone, Admissions & Records
   c. Policy/Procedures: Action without Meeting Agreements
      - Trisha Albertsen
      - Tina Altis
      - Patrick Cabildo
      - Justin Caudill
      - Ruth Collins
      - Jill Cummings
      - Hope Ell
      - Denise Gomez
      - Julie Kroll
      - Lindy Mercante
      - William Miller
      - Melissa Moreno
      - Ashira Murphy
      - Lissa Napoli
      - Eva Ramirez
      - Kenneth Shane
      - Corrie Verhagen
      - Donna Walker
   d. Funding: None discussed
IV. REPORTS
   a. President- Trisha reported that she spoke with Vice-President of Administrative Services, Melanie Siddiqi, regarding the need for a phone in the MACC conference room. Melanie stated that she had received concerns from another group on campus as well and that she is currently working on having a phone installed into the conference room. Trisha also asked about a ladder for second story buildings. Melanie will take that concern to the next meeting. Donna offered to purchase a ladder for the area and would follow the standard in the purchase. Trisha also shared that President’s Cabinet met and the discussion was on construction update, board policy, administrative procedures, and accreditation update and education. Trisha shared information regarding the Report to the Community. There were 241 guests from our seven surrounding cities. The mission statement is going as information to the governing board meeting tonight. The .475 administrative assistant position for Classified Senate will go to the governing board in December and that person will start in January.
   b. Vice President- Jill shared information on her recent visit to Europe. She visited many world landmarks which included Mt. Vesuvius, Pompei, Rome, the Vatican, and St. Peters.
   c. Treasurer- Account Balances: No report.
   d. Recording Officer- Lissa shared the upcoming birthdays of senate members: Ruth Collins 10/18, Donna Walker 10/23, Lindy Mercante 11/11, Melissa Moreno 11/16, Kenneth Shane 11/12, Julie Kroll 12/5, and William Miller 12/22. Lissa also thanked senate members for volunteering to sell the Breast Cancer Awareness luminary bags.
   e. Committees-
      i. Surveys: Tina reported that she and Sarah will be meeting next month to go over the classified appreciation survey.
      iii. Program Services & Review: Trisha reported that an update is due soon, so she will prepare to report on that.
      iv. Website: Eva reported that her committee is keeping the website updated with all the latest information.
      v. Newsletter: Trisha reported that the next newsletter will go out in November.
      vi. Accreditation: No report.

V. OLD BUSINESS-
   a. Halloween- October 29, 2015: Jill and Donna reported that everything is prepared for the event. Trisha reported that both Chino and Fontana campus will hold their own Halloween costume and pumpkin contests as well. Dr. Hull asked for assistance in purchasing candy. Trisha used petty cash to purchase candy for both Chino and Fontana.
   b. Holiday Luncheon- Trisha reported that the holiday luncheon committee selected Papachino’s to serve the holiday lunch which will include the following food items: turkey and tamales, mashed potatoes and gravy, stuffing, sautéed green beans, green salad, dinner rolls and butter. She requested identical drink stations be placed at both ends of the room. The linen will be blue and silver. Silver décor will be purchased from Michael’s to decorate the green wreaths. A photo booth will be available. Trisha asked senate if they would consider the amazing choir that performed at the Report to the Community. David Rentz will be contacted for more information.
   c. Community Outreach- Fall-Justin reported that so far $1,250.00 has been raised for the Breast Cancer Awareness Fundraiser. Executive Director of the Foundation, Lisa Nashua, will be sending out a reminder email regarding the event. ESPN correspondent and breast cancer survivor, Shelley Smith, will be arriving just after the girls volleyball game to share her story of her fight and survival. Lissa thanked Corrie and Lindy for volunteering to help with the event. She also shared that Trunk-or-Treat is this Sunday and invited senate to come and share in the fun of playing the corn hole game and passing out candy to the children. Donna and Lissa will be bringing their vehicles to decorate and participate in the event.
d. **4CS - Southeast 3 Area Meeting follow-up.** Trisha shared that 12 people attended including 6 from Mt. San Jacinto College, 2 from Crafton College, and 4 from Chaffey College Senate. Discussion included meeting quorums, senator participation, senate events, fundraisers, and campus challenges. Everyone shared ideas and feedback and plan to be at the south retreat at Crafton Hills.

e. **Hiring Committee Request Form**- Corrie initiated a hiring committee request form and after distributing senate discussed it. Corrie shared that it would help with the location and positions of the members who are being forwarded for the committee. Senate agreed that it would make this process easier in identifying the suggested members.

**VI. NEW BUSINESS**

a. **November 5th Senate Meeting**- Troy Ament will be visiting to give us an update on the college construction, drought information and how the college is conserving water.

b. **November 19th Senate Meeting**- Dr. Eric Bishop will be visiting.

**VII. SPECIAL GUEST**- Amy Nevarez, Student Success & Support Program (SS&SP). Amy shared some history of the SSS&P including that all new students be included in the matriculation process, this means that all students must complete orientation, assessment, and an abbreviated educational plan as well as a comprehensive plan. Priority registration has been broken into three tiers including: Tier one- Foster youth and veteran students, Tier two- EOPS, DPS, Cal Works and Tier three- includes international students and students. Satisfactory academic progress, and units and grade point average. Amy shared that 60% of Chaffey College students receive a fee waiver, and about 3-4,000 students are on some level of academic probation. This program supports students in their academic endeavors and guides them along the way.

**VIII. FLOOR ITEMS**- None.

**IX. ADJOURNMENT**- Meeting adjourned at 11:05 A.M.

Next Meeting:
November 5, 2015
MACC Conference Room
10:00 A.M. – 11:00 A.M.