I. CALL TO ORDER – The meeting was called to order at 10:01 A.M.

II. PUBLIC COMMENT – None

III. CONSENT AGENDA – Senator Walker motioned for approval and Officer Moreno seconded the motion to approve the consent agenda. Approval was 12-0 as presented.
   a. Meeting Minutes: April 21, 2016
   b. Shared Governance Committees:
      District Hiring Committees
      • Bookstore Associate – Bookstore
      o Lindy Mercante, Financial Aid (replacement for Sonia Juarez)
      Committees Approved via Email: None
   c. Policy/Procedures:
      • Institutional Self-Evaluation Report of Educational Quality and Institutional Effectiveness in Support of Reaffirmation of Accreditation
   d. Funding:
      • Donation of Auction item for the Classified Leadership Institute Conference via email

IV. REPORTS
   a. President – President Albertsen reported that Classified Senate purchased a nice windbreaker from the Chaffey Bookstore to donate to the Classified Leadership Institute. Fifteen percent of the purchase also went to support EOPS.

   President Albertsen awarded certificates to the following senate members who will not be returning for another term: Trisha Albertsen, Julie Posada, Corrie Verhagen, and Donna Walker.

   b. Vice President – Vice President Moreno shared details from the Enrollment Success Management Growth Strategies meeting. She reported that the executive team met on Monday, May 2, to discuss strategies for keeping up and maintaining continued growth. The team hopes to increase faculty participation by encouraging them to regularly send out memos to students regarding registration and campus services. They also hope to lower the number of instructor initiated student drops. The Enrollment Success Management committee is seeking other ideas from faculty, staff, and students.
c. **Treasurer** – President Albertsen reported the account balances as follows: District Account balance is $1,011.76, the Foundation Regular Account balance is $9,097.35, and the Foundation Scholarship Account balance is $501.18; for a total balance of $10,610.29. Notable account balance changes are a result of the following: payroll deposits into the foundation regular and scholarship accounts, a transfer from the foundation regular to the scholarship account, and a disbursement of six checks to the scholarship awardees.

President Albertsen also reported that the Foundation accounts are being closed. A single Auxiliary Account will be opened in their place. The Auxiliary Account will be a 501(c)(3), and will still allow for donations to be tax deductible. Donors will receive letters at the end of the year with their deduction information.

d. **Recording Officer** – Recording Officer Napoli reported the following Classified Senate birthdays: Justin Caudill—April 17, Sarah Schmidt—May 16, Trisha Albertsen & Joseph Cascio—May 17, Corrie Verhagen—June 18, and Lissa Napoli—June 24.

e. **Secretary** – No report

f. **Committees**
   i. **Surveys**: Senator Schmidt reported the Classified Appreciation Week survey result as follows: The survey received 66 responses. A vast majority of respondents were pleased with this year's Classified Appreciation Week. The Purple Easel workshop was widely successful. Attendees thoroughly enjoyed guest speaker, Tom Brown's workshop, titled "Empowering Classified Staff." The survey received very few negative comments.
   ii. **Scholarship**: Senator Ell reported that selections for the Men of Color and Student Worker Scholarships were completed and that a reception is currently being planned for Friday, May 13 to honor those recipients. The committee is currently waiting on the selection results of the Classified Professionals Scholarship.
   iii. **Constitution & By-Laws**: The updated Constitution and By-Laws is posted and available on the Classified Senate website.
   iv. **Program Services and Review (PSR) 2016-2019**: No news has been reported to Classified Senate regarding the submitted PSR. Senator Ell stated Classified Senate should be in good standing.
   v. **Website**: Secretary Cascio reported that the website committee will be meeting tomorrow to review changes for the website competition.
   vi. **Newsletter**: Secretary Cascio reported that the May newsletter is awaiting the selection results of the Classified Professionals Scholarship before being sent out.

V. **OLD BUSINESS**
   - **Community Outreach for Spring (Quakes Game)**: President Albertsen stated that as of today, we reached 50 tickets sold, and as a result, the Cafe is now sold out. Any tickets sold from now until next Thursday will be seated in the stadium. All tickets sold will still have access to the barbecue picnic.
VI. NEW BUSINESS - None

VII. SPECIAL GUEST – None

VIII. FLOOR ITEMS

   a. **Classified Success Network (CSN) Calendar:** Senator Ramirez shared that the CSN Committee will be meeting next week to discuss and create next year's calendar of workshops and events. She asked Classified Senate to attend and share their thoughts on any possible workshops they would like to see.

   b. **End-of-Year Party:** Recording Officer Napoli stated that the party will be held at her home on Saturday, June 11. She asked Classified Senate for two volunteers to help with setup.

IX. ADJOURNMENT- Meeting adjourned at 10:35 A.M.

Next Meeting:
June 2, 2016
MACC Conference Room
10:00 A.M. – 11:00 A.M.