



## CLASSIFIED SENATE SUMMARY NOTES

January 8, 2021

9:00 – 10:00am

Zoom Meeting

Teleconference - ext. 6755

### Members Present:

Trisha Albertsen..... President  
Sarah Schmidt..... Vice President  
Tina Altis ..... Treasurer  
Alyssa Kraus ..... Senator, AAll  
Lisa Bruchet ..... Senator  
Susan Bishop ..... Senator, Chino  
Hope Ell..... Recording Officer  
Leticia Mowrey..... Senator  
Theresa Rees ..... Senator, Fontana  
Christine Martinez ..... Senator  
Lorie Vasquez..... Senator  
Sonia Torres..... Senator

Joseph Cascio..... Senator

### Members Not Present:

Ashira Murphy .....Senator, Confidential  
Laura Crespo ..... Senator

### Liaisons:

Sapna Jethani ..... CSEA Liaison  
Melanie Siddiqi.....Management Liaison  
(absent)  
Anita Whiteside ..... Immediate Past President  
(absent)

**Guests Present:** Deborah Corrales, Accounting Services

**Others in Attendance:** N/A

I. **Call to Order** – 9:04 a.m.

II. **Public Comments** – No public comments.

III. **Welcome and Introductions** – President Albertsen welcomed everyone to the meeting and introduced new CSEA President, Sapna Jethani.

### IV. Executive Board Reports

- a. President – President Albertsen shared that all in person classes for the spring semester are being cancelled.
- b. Vice President – No Report.  
Treasurer – Treasurer Altis shared the balances as of January 1, 2021: District \$20,132.90 Auxiliary \$10,858.56
- c. Recording Officer – No Report.

### V. Committee Reports

- a. **Fundraising** – Recording Officer Ell shared an update on the Sinfully Sweet Apple Fundraiser and the challenges that we are trying to work through with delivery of the apples.
- b. **Scholarships** – Senator Torres shared there were 93 submissions, 43 eligible submissions, and 6 winners. The winners were chosen based on a random drawing. This scholarship was extremely successful. She also shared that the committee will be meeting to discuss the next scholarships for Spring.
- c. **Constitution & Bylaws** – No Report.
- d. **Website** – Senator Cascio shared that recent changes were made to the Classified Senate website. All Senators should review the website and let Joseph know if any additional changes are needed.

- e. **Procedure Manual** – No Report.
- f. **Caring Campus** – Recording Officer Ell shared that a subcommittee has been put together and they have been working on a script to help with how the warm hand off will take place in the virtual environment.
- g. **Newsletter** – Senator Cascio shared that the next newsletter will be going out in March.
- h. **Faculty Senate Liaison** – Robin Witt shared that Faculty Senate attended all the school meetings and presented on academic integrity violations. They also facilitated with the DE coaches on a communication plan.

VI. **Consent Agenda**

Treasurer Altis motioned for approval of the consent agenda; Senator Bishop seconded. The consent agenda was unanimously approved. Through this action, the following were approved:

- a. Meeting Minutes – 12/07/20, 12/11/20, 12/15/20
- b. Financial Report Update as of December 31, 2020

VII. **Old Business**

- a. Backpack Supply Purchase Update – Senator Kraus shared that she reached out to purchasing to find out what the status is for delivery of the supplies.
- b. Classified Leadership Institute Presentations – President Albertsen shared that Classified Leadership Institute will be completely virtual for the 2021 year. Anyone who would like to be a presenter should let President Albertsen know so that she can review submissions.

VIII. **New Business**

- a. PSR Update – President Albertsen asked if any Senators would like to participate in helping with the PSR update for this year. Senator Rees, Vice President Schmidt, and President Albertsen all volunteered. They will meet this month to review everything to bring back to the February meeting.

IX. **Presentations** – N/A

X. **Good of the Order** – N/A

XI. **Adjournment** – 9:41am