



CLASSIFIED SENATE SUMMARY NOTES

February 5, 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
Hope Ell..... Recording Officer
Leticia Mowrey..... Senator
Theresa Rees Senator, Fontana
Ashira Murphy Senator, Confidential
Lorie Vasquez..... Senator
Sonia Torres..... Senator

Members Not Present:

Susan Bishop.....Senator, Chino
Laura Crespo Senator
Joseph Cascio..... Senator
Christine Martinez Senator

Liaisons:

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

Guests Present: Manuel Durazo: Counseling, Patty Peoples: PE/Athletics

Others in Attendance: Robin Witt, Faculty Senate Liaison

- 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.
- IV. **Executive Board Reports**
 - a. President – President Albertsen shared that graduation will be done virtually this year. Signs will be made and hung up around campus so that the graduates can come to take photos.
 - b. Vice President – No Report.
Treasurer – Treasurer Altis shared the balances as of February 1, 2021: District \$17,772.81 Auxiliary \$12,365.91
 - c. Recording Officer – Recording Officer Ell shared that she was able to attend her first Faculty Senate meeting, she will be trying to attend on a regular basis to be able to report back.
- V. **Committee Reports**
 - a. **Fundraising** – Recording Officer Ell shared that information on the Spring See's Candies fundraiser will be sent out soon.
 - b. **Scholarships** – Senator Rees shared that the Spring Scholarships for students, staff and Classified Leadership Institute will be launching at the end of February.
 - c. **Constitution & Bylaws** – No Report.
 - d. **Website** – President Albertsen shared that Senator Cascio has been making updates and changes to the website.
 - e. **Procedure Manual** – No Report.

- f. **Caring Campus** – Recording Officer Ell shared that she attended a session at the Region 9 meeting in January. She learned that another school is doing “get to know you” videos around campus with different departments and services reviewing what they do and who is a part of that department so that it can be a quick reference for staff and faculty. This is something that Chaffey will be looking into.
- g. **Newsletter** – No Report.
- h. **Faculty Senate Liaison** – No Report.

VI. **Consent Agenda**

Senator Bruchet motioned for approval of the consent agenda; Recording Officer Ell seconded. The consent agenda was unanimously approved. Through this action, the following were approved:

- a. Meeting Minutes – 01/08/2021 and 01/11/2021
- b. Financial Report Update as of January 31, 2021
- c. Hiring Committee Appointments
 - Help Desk Technician
 - i. Brian Stone – Admissions & Records
 - ii. Lindy Mercante – Administrative Services
 - EOPS – Administrative Assistant II
 - i. Leticia Mowrey – EOPS
 - ii. Valeen Gonzalez – Admissions & Records
 - iii. Jennifer Faiva – Campus Store
- d. Shared Governance Committee Appointment
 - Distance Education Committee
 - i. Caleb Ulrich – Special Populations & Equity Programs
 - ii. Kelly Kindred – Instructional Support
 - Classified Success Network Advisory Committee
 - i. Paula Firth – Child Development Center
- e. Sunshining of Policies and Procedures

VII. **Old Business**

- a. Backpack Supply Purchase Update – Senator Kraus shared that she reached out to the warehouse 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. It will cost \$150 per person for attendance. If you are still interested in becoming a presenter please let President Albertsen know.

VIII. **New Business**

- a. PSR Update – President Albertsen shared that she downloaded the annual update and is working on completing the questions. She will bring this to the March meeting for Classified Senate to review.
- b. Reallocations of Equity Funds – President Albertsen shared that we will be reallocating \$9,000. \$3,000 will be moved to be able to give out 20 scholarships for CLI. The remaining \$6,000 will be used for back pack supplies.
- c. Election Software Demo – Vice President Schmidt talked about the new election software, Simply Voting, and went through a quick demo of how the software works. A subcommittee for elections was created per the Classified Senate Bylaws.

IX. **Presentations** – N/A

X. **Good of the Order** – N/A

XI. **Adjournment** – 9:56am

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