



CLASSIFIED SENATE SUMMARY NOTES

August 7, 2020

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
Ashira Murphy Senator, Confidential
Lisa Bruchet Senator
Susan Bishop Senator, Chino
Lorie Vasquez..... Senator
Sonia Torres..... Senator
Joseph Cascio Senator
Leticia Mowrey..... Senator

Members Not Present:

Theresa Rees Senator, Fontana
Hope Ell..... Recording Officer
Laura Crespo Senator

Liaisons:

Monica Han..... CSEA Liaison
Melanie Siddiqi..... Management Liaison
(absent)
Anita Whiteside Immediate Past President
(absent)

Guests Present: N/A

Others in Attendance: Shelli Martinez

- I. **Call to Order** – 9:02 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 the reopening task force met to finalize a list of concerns to send to the leadership team. Any negotiable items will be sent to the union, and once any updates are received President Albertsen will share them with the Senate.
 - b. Vice President – No Report.
Treasurer – Treasurer Altis shared the balances as of August 1, 2020: District \$32,033.35, Auxiliary \$12,564.41.
 - c. Recording Officer – No Report.
- V. **Committee Reports**
 - a. **Fundraising** – The fundraising committee is discussing fundraising opportunities for the holiday season.
 - b. **Scholarships** – No Report.
 - c. **Constitution & Bylaws** – No Report.
 - d. **Website** – Senator Murphy shared that she and President Albertsen met to discuss what items are needed to update the website. They will be sending an email to the committee to set up a zoom meeting to discuss these items.
 - e. **Procedure Manual** – No Report.

- f. **Caring Campus** – President Albertsen shared that she and Hope Ell created a video to be streamed during convocation to provide information about Caring Campus.

VI. **Consent Agenda**

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

- a. Meeting Minutes – July 10, 2020
- b. Hiring & Shared Governance Committee Appointments – N/A
- c. Shared Governance Committee Appointments – N/A

VII. **Old Business**

- a. Liaisons to Senate – President Albertsen shared that she met with the Faculty Senate President Baron Brown and he agreed that it would be beneficial to have a faculty senate member or possibly the Administrative Assistant as a Liaison to Classified Senate. Baron is stepping down as Faculty Senate President, so we will revisit this as soon as a new President is elected. President Albertsen also spoke to Rob Rundquist about having Vicky Valle as the Professional Development liaison and he agreed this would be a great opportunity. These changes will need to be made to the Constitution and Bylaws and then voted on for approval.

VIII. **New Business**

- a. Newsletter – President Albertsen shared that she received a suggestion for Classified Senate to bring back the newsletter as a way to communicate with staff, especially now due to staff feeling disconnected not being on campus. This was brought up for discussion and Senator Cascio will be leading the newsletter production with an anticipated September release for the first issue.
- b. Senator Area's and Reports – President Albertsen shared that a PDF document will be sent out by Administrative Assistant Kraus with the areas that all new Senators will be taking over. The purpose of this is to keep staff informed on what is discussed during the Classified Senate meetings in a brief summary.
- c. Backpack Project – President Albertsen shared that Classified Senate will be partnering with the Panther Pantry in August on all three campuses to distribute backpacks. Volunteers are needed to put the backpacks together and also to be at the distributions. President Albertsen will reach out to Senate for volunteers.
- d. 20/21 Budget for Auxiliary funds – Treasurer Altis shared the budget for auxiliary funds for 20/21. Senator Kraus motioned for approval of adding a \$60-line item for election software, a \$500 scholarship for student calculators, and \$500 to income for the Candy Apple fundraiser; Treasurer Altis seconded. The changes to the Auxiliary budget were unanimously approved.

IX. **Presentations** – N/A

X. **Good of the Order** – N/A

XI. **Adjournment** – 9:52am