



CLASSIFIED SENATE SUMMARY NOTES
October 8, 2021
9:00 – 10:00am
Zoom Meeting

Members Present:

Sarah Schmidt President
Tina Altis Treasurer
Alyssa Kraus Senator, AAll
Lisa Bruchet..... Senator
Hope Ell Vice President
Sonia Torres Senator
Joseph Cascio Senator
Lorie Vasquez Senator

Members Not Present:

Susan Bishop Senator

Liaisons:

Corinthia Crawford..... CSEA Liaison (absent)
Lisa Bailey Management Liaison (absent)
Robin Witt..... Academic Senate Liaison
Trisha Albertsen Immediate Past President

Guests Present: N/A

Others in Attendance: Robin Witt, Faculty Senate Liaison

- I. **Call to Order** – 9:03 a.m.
- II. **Public Comments** – No public comments.
- III. **Welcome and Introductions** – President Schmidt welcomed everyone to the meeting.
- IV. **Executive Board Reports**
 - a. President – President Schmidt shared that she attended the board meeting this month.
 - b. Vice President – No Report.
 - c. Treasurer – Treasurer Altis shared the balances as of October 1, 2021: District \$29,186.78 Auxiliary \$7,947.36
 - d. Recording Officer – No Report.
- V. **Committee Reports**
 - a. **Fundraising** – Senator Kraus shared that we are currently working on setting up the See's Candies fundraiser for the Holiday's. We are planning on a launch of November 1.
 - b. **Scholarships** – No Report.
 - c. **Constitution & Bylaws** – No Report.
 - d. **Website** – Senator Cascio shared that he updated some documents on the website.
 - e. **Procedure Manual** – President Schmidt shared that the committee met a couple weeks ago and this is in progress. The first draft should be completed in January and brought back for review in February/March.
 - f. **Caring Campus** – No Report.
 - g. **Newsletter** – No Report.
 - h. **Academic Senate Liaison** – Robin shared that Academic Senate had a new faculty welcome event.

VI. Consent Agenda

Vice President Ell 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 – 09/10/2021
- b. Financial Report Update as of October 1, 2021
- c. Hiring Committee Appointments –
 - Instructional Assistant, IV Supplemental Instruction
 - i. Kelly Kindred – Instructional Support
 - ii. Monique Landrum – Counseling
 - Financial Aid Advisor
 - i. Gabriela Gulliver – Financial Aid
 - ii. Lisa Bruchet – Accounting Services
 - Accounting Technician
 - i. Gurpreet Kaur – Accounting
 - ii. Lissa Napoli – Academic Senate/Instruction
 - Educational Program Assistant – Counseling
 - i. Roni Osifeso – Fontana Center
 - ii. Rudy Jimenez – Counseling
 - Interim Executive Director Fiscal & Audit Services
 - i. Trisha Albertsen – Business Services
 - Dean, Counseling & Student Success
 - i. Maxtla Benavides – Counseling
 - ii. Shelli Martinez – Health Sciences
- d. Shared Governance Committee Appointment –
 - Resource Allocation Committee
 - i. Nicole Holderness – Math & Sciences
- e. Sunshining of Policies and Procedures – N/A

VII. Old Business

- a. Backpack Drive – Distribution and put together – Senator Kraus shared that the setup date will be October 23. Anyone who would like to volunteer should let Senator Kraus know.

VIII. New Business

- a. Classified Senate 2021–2022 Budget – Treasurer Altis shared the 2021-2022 budget. Senator Kraus motioned for changes to the budget, moving the backpack supply budget over to community outreach, Vice President Ell seconded. The changes were approved.
- b. Caring Campus Updates – Vice President Ell shared that she and President Schmidt attended a meeting with other colleges discussing what they do with Caring Campus on their campuses. A meeting will be setup with Chaffey's Caring Campus group so that they can discuss moving forward on some of the initiatives.
- c. Discussion of Confidential Senator Appointment – Vice President Ell shared that she has recruited a possible Confidential Senator and she would like to formally approve this person next month.
- d. Committee Reassignments – President Schmidt will be sending out an email to Classified Senate so that we can reassign our committees.
- e. Appointing Recording Officer –

- Alyssa Kraus – Classified Senate

- IX. **Presentations** – N/A
- X. **Good of the Order** – N/A
- XI. **Adjournment** – 9:36am

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