

Classified Senate Minutes

EXECUTIVE BOARD: Benjamin Gamboa, Brandice Mello, Steve Rush, Laura Oliver
 SENATORS: ~~Jason Lee, Monique Marrujo, Mary Bender~~ (To Be Ratified), ~~Mike Bedoya~~
 MEMBERS: All permanent classified staff members are voting members of the Classified Senate
 GUESTS: ~~Adreana Anderson~~ (Student Senate Representative)

CLASSIFIED SENATE CODE OF ETHICS:
 The Crafton Hills College Classified Senate and its individual members, while conducting Senate business, will be consistent with democratic principles and will adhere to the following:

- Base all decisions on all available facts.
- Uphold the majority decision of the Senate.
- Work to develop a governance system that is inclusive of all members of the campus community.
- Support a campus environment that values the diversity of our campus population.
- Recognize that unwelcome attention toward any member of the campus community is not permissible and will not be condoned.
- Maintain integrity in all aspects of service.
- Advocate the prudent and responsible expenditure of public funds.
 Vote with honest convictions despite unwarranted influences.

CLASSIFIED NINE-PLUS-ONE:

- Curriculum systems integrations and implementation;
- Degree and certificate requirements;
- Educational program development;
- Standards or policies regarding student services, support, and success;
- College governance structures, as related to classified roles;
- Classified roles and involvement in accreditation processes;
- Policies for classified professional development activities;
- Processes for program review and annual planning;
- Processes for institutional planning and budget development;
- Any other district and college policy, procedure, or related matters that will have a significant effect on Classified Staff.

TOPIC	DISCUSSION	FURTHER ACTION
Call Meeting To Order – 2:00 p.m.	Called to Order 2:21 pm	None
Reports to the Senate		
Campus Community Reports: (1st monthly meeting, 5 min. each) <ol style="list-style-type: none"> 1. Administration 2. CSEA 3. Academic Senate 	None attended	Will be put on the next agenda for any interested in attending.
SENATE REPORTS <ol style="list-style-type: none"> 1. President <ol style="list-style-type: none"> a. Resignations of Ginger Sutphin & Naomi Lara b. Enrollments 	<ol style="list-style-type: none"> 1) <ol style="list-style-type: none"> a) Ginger resigned from Vice President of Classified Senate in order to focus on her new role in administration. Naomi resigned from senator due to conflicts on Friday afternoons. b) Enrollments in Spring down 500 FTEs as in Fall. How to boost enrollment? 	b) Classified can aid in boosting enrollment by helping students through any difficulties they may have. If students are stressed or lost, help to physically guide them to where they need to be. Classified provides a face to the college since classified are usually the first people that the students meet when attending Crafton.

<p>c. CCR Building Access at Night</p> <p>d. Grants Updates</p> <p> i. Strong Workforce</p> <p> ii. Zero-Cost Textbooks</p> <p>2. Treasurer</p> <p>3. Committees</p> <p> a. Senate Ad Hoc</p> <p> b. Shared Governance</p>	<p>c) Mike Strong was notified about the night closing of the CCR building. It will now be open at night so students can have access. Possibly open until 11:00 pm, but this is not confirmed; it will be open as long as a person is inside. This was originally brought up by Mike Bedoya.</p> <p>d) i) This works directly to fund CTE programs: ASL, Business, Child Development, CIS, EMS, Fire Tech, Rad Tech, and Respiratory Care. It will allow the programs to expand and help provide classes.</p> <p> ii) This has an impact on us and the bookstore; helps to develop program pathway. It is 0 cost for students; resources provided online or structured to have accessible material for students.</p> <p>2) \$1437 in the account. JoJo's was here last Tuesday and roughly made between \$70-\$90.</p> <p>3) a) Reassign chair to Bylaw Committee to Ben Gamboa. Still in need for on on the Program Review. The Senate Logo has no update. Michelle is currently working on a room for professionals week. The first will be on Tuesday at 9:00am.</p> <p>b) i) Ben's Policies and Procedures Committee discussed the process of grants going through. The previous grants discussed was the Promise Grant (which may not happen) and the Pathways Grant which may be discussed for approval on February 3rd. The difficulty is that there is no one to write grants.</p> <p> ii) College Council has not met.</p> <p> iii) Education Master Plan: Carrie says no meetings.</p> <p> iv) Ben is on foundation, but nothing to mention.</p>	<p>d) i) Classified have the ability to teach these courses if they have a Bachelor's and two years experience. Allows classified to work in the academic field if they desire to do so.</p> <p> ii) This has been looked at with the Business program as well as the general education courses. However, every course has to be zero cost in order for this to go through, which mean that this will probably going to go the certificate route to accomplish. Classified can help direct this.</p>
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Items for Action		
<p>Approval of Minutes: 1) 11/18/2016</p>	<p>1) Approved by: Brandi Mello a. Seconded by: Carrie Audet</p>	<p>None</p>
<p>Old Business: 1. Selection of CLI Attendees</p> <p>2. Ratify Executive Board Action 10/7/2016 to appoint Mary Bender, Senator, Unit 4</p>	<p>1) There were 14 nominations, but only 2 could be elected to go and 2 as alternates. Voting commenced. Elected: Ben Gamboa and Brandice Mello Alternates: Steve Rush and Carrie Audet</p> <p>2) Approved by: Steve Rush a. Seconded by: Laura Oliver</p>	
<p>New Business:</p> <ol style="list-style-type: none"> 1. Approval of \$50 expense for Holiday Decorating Contest 2. District Assembly charge/mission 3. Senate Vacancies <ol style="list-style-type: none"> a. Vice President b. Senator-Area I (CYN, ARTS, EAST, PSAH, KHA) 4. Bookstore Management Outsourcing RFP 5. CCCCCO Guidelines for Undocumented Students 6. Policies and Procedures requiring input: <ol style="list-style-type: none"> a. BP 2100 Board Elections b. BP 2200 Board Duties & Responsibilities c. BP 2430 Delegation of Authority to the Chancellor d. BP/AP 2431 Chancellor Selection e. BP 2432 Chancellor Succession 	<ol style="list-style-type: none"> 1) Approved by: Carrie Audet <ol style="list-style-type: none"> i. Seconded by: Steve Rush 2) Approved 3) a. Michelle Tinoco appointed <ol style="list-style-type: none"> i. Nominated and Approved by: Steve Rush ii. Seconded by Brandi Mello b. Herbeth was discussed to fit this position. Nothing motioned or approved. 4) Discussed to have managers stay on for a minimum of 3 years. Ben will also contact Mike discussing Classified Senate's input. 5) Classified Senate to establish a resolution in response to these guidelines; we, as the college, will strive to mirror what is outlined. 6) d. BP/AP does not speak directly to those on the committee. e. BP 2432: Add a sentence that states "given the all seeing nature of the position, the hiring panel should be all inclusive." Have three months to review so Ben will draft up our input and bring to the next meeting. 	
<p>Public Comment</p>	<p>None</p>	

ITEMS FOR INFORMATION

<p>Future Agenda Items: 1. Resource25 Implementation 2. Chancellor’s Spring Report, B. Baron, 4/14</p>		
<p>Announcements: 1. California Community College Classified Senate Executive Board Meeting, 3/10-11, LRC-226</p>		
<p>Adjourn – 3:30pm</p>	<p>Adjourned at 3:50pm</p>	<p>Next meeting: Jan. 12, LRC-226, 2 p.m.</p>

College Mission Statement: To advance the educational, career, and personal success of our diverse campus community through engagement and learning.

College Vision Statement: Crafton Hills College will be the college of choice for students who seek deep learning, personal growth, a supportive community, and a beautiful collegiate setting.

College Values: Academic excellence, inclusiveness, creativity, and the advancement of each individual.

Classified Senate Mission Statement: To support the missions of Crafton Hills College and the San Bernardino Community College District while enhancing participation in shared governance for Classified Professionals.