

# CLASSIFIED SENATE MINUTES

DATE: 04/28/2017  
TIME: 2:00-3:30 P.M.  
LOCATION: CCR-233

EXECUTIVE BOARD: ~~Benjamin Gamboa, Michelle Tinoco~~, Brandice Mello, Steve Rush, Laura Oliver  
SENATORS: Herberth Jaco, Jason Lee, ~~Monique Marrujo, Mary Bender, 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
<b>Call Meeting To Order – 2:00 p.m.</b>	Called to order at 2:12 p.m.	
<b>REPORTS TO THE SENATE</b>		
<p><b>Senate Reports (15 min):</b></p> <ol style="list-style-type: none"> <li>1. Treasurer</li> <li>2. Committees               <ol style="list-style-type: none"> <li>a. Senate Ad Hoc</li> <li>b. Shared Governance</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. As of April 20th, \$789.22 in treasury.</li> <li>2. There is a Homeless Work Committee that meets 4th Monday of every month at 2:00pm; this is in its early phases. No other reports given. From SEE, budget was discussed by Rebeccah in her presentation.</li> </ol>	<ol style="list-style-type: none"> <li>2. The plan that we reviewed for Colleen was discussed; senate would like to know what happened about this and if it has been presented or not.</li> </ol>
<b>ITEMS FOR ACTION</b>		
<p><b>Old Business:</b></p> <ol style="list-style-type: none"> <li>1. <a href="#">KVCR Spectrum Auction Proceeds Resolution</a> (15 min) M. Tinoco</li> <li>2. Classified Senate Logo (5 min) L. Oliver</li> </ol>	<ol style="list-style-type: none"> <li>1. Tabled to next meeting due to a lack of quorum.</li> <li>2. Tabled to next meeting due to a lack of quorum.</li> </ol>	

<p><b>New Business:</b></p> <ol style="list-style-type: none"> <li>1. <a href="#">ACCJC Midterm Report</a> (25 min) R. Warren-Marlatt</li> <li>2. <a href="#">Student Equity &amp; Success Update</a> (25 min) R. Warren-Marlatt</li> <li>3. <a href="#">Policies and Procedures</a> requiring input: <ol style="list-style-type: none"> <li>a. BP/AP 3280 Grants</li> <li>b. BP/AP 3310 Records Retention and Destruction</li> <li>c. BP/AP 3420 Equal Employment Opportunity</li> <li>d. BP/AP 3560 Alcoholic Beverages</li> <li>e. AP 3715 Intellectual Property</li> <li>f. AP 7211 Faculty Service Areas, Minimum Qualifications, and Equivalencies</li> <li>g. BP 5050 Student Success and Support Program</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>1. Rebecca discussed the 2nd draft of the ACCJC Midterm Report with what has been corrected or put into effect. Previously, we had the lowest level of warning; now we are good, but need to do a midterm report halfway through the 7-year cycle. Report is due October 15th.</li> <li>2. In 2014, CCCCCO worried about underrepresented students; 22 recommendations made ranging from Professional Development to student assessments. Equity emerged from recommendations; funding used to be based on FTES, but now on productivity. EOPS has become the reference group for equity and is the model of helping underrepresented students. CHC needs to work with African American students and working adults; CHC has been doing well with helping Hispanic students. Universal design is being pushed to change the lecture method and promote interactive learning. Noncredit is being created to form scaffolded programs. Our CHC students' success rate and completion for Distance Education is higher than statewide averages.</li> </ol>	<ol style="list-style-type: none"> <li>1. Classified should read through the report, provide feedback, and email Rebecca Warren-Marlatt with input by May 5th.</li> <li>2. We need to figure out ways to help underrepresented students more.</li> </ol>
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<p><b>Public Comment</b></p>	<ol style="list-style-type: none"> <li>1. Facilities Committee will not be meeting, because it was created to talk about block grant funding; most of the grant money is gone.</li> <li>2. Mike Strong spoke about the CHC budget. We are short FTES; projected for 5029, but we are at 4669 placing us \$1.7 million in the hole. Even if we were to have a slight increase to 4925 FTES, we would still be down \$1.1 million. Mike has stated that the closer we get to our target, the better. In the meantime, due to lack of FTES, there will be a soft freeze on hiring, meaning that jobs will not be flown that do not need to be filled immediately if they do not help to raise FTES.</li> <li>3. Mike Strong discussed KVCR and the budget committee. The Board of Trustees has the final say in what happens to the money. The budget committee is looking to invest with at least a 5% return guiding principle; a portion of the money has to be given to upgrade KVCR equipment so the total that is being looked at is approximately \$140 million.</li> </ol>	<ol style="list-style-type: none"> <li>2. The Senate asked Mike Strong to return to the next Senate Meeting on May 12th to discuss FTES, budget, and KVCR processed. Our classified senate representatives on the budget committees are highly encouraged to attend.</li> </ol>
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**ITEMS FOR INFORMATION**

<p><b>Future Agenda Items:</b></p> <ol style="list-style-type: none"> <li>1. Resource25 Implementation</li> <li>2. Enrollment Management, 5/12</li> <li>3. Chancellor’s Spring Report, B. Baron, 5/12</li> </ol>	<ol style="list-style-type: none"> <li>4. Need formal agendized discussion on budget and FTES</li> </ol>	<ol style="list-style-type: none"> <li>4. Add Budget and FTES update for May 12</li> </ol>
<p><b>Announcements:</b></p> <ol style="list-style-type: none"> <li>1. California Community Colleges Strategic Vision Virtual Town Hall, 5/31</li> </ol>		<ol style="list-style-type: none"> <li>1. Submit thoughts for the town hall here: <a href="https://foundationccc.org/Strategic-Vision-2017">https://foundationccc.org/Strategic-Vision-2017</a></li> </ol>
<p><b>Adjourn – 3:30 p.m.</b> <b>Next meeting: May 12, CCR-233, 2 p.m.</b></p>	<p>Adjourned at 3:33 p.m.</p>	

**MISSION STATEMENT:** To advance the educational, career, and personal success of our diverse campus community through engagement and learning.

**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.

**VALUES:** Academic excellence, inclusiveness, creativity, and the advancement of each individual.