

# Crafton Hills College

## Classified Senate Minutes

Date: 10/9/15  
 Time: 2:00 – 3:00  
 Location: 110

**Members Present (Bold)**      *Members Absent (Italics)*

**Executive Board**

**Michelle Tinoco**  
**Kristin Garcia**  
**Veronica Lehman**  
**Cyndi Gunderson**  
 Ruby Zuniga

**Senators**

Steve Rush  
 Mary Bender

**Members & Guests:** Laura Record, Brenston Otanjah, Rosemarie Hansen, Janet Penn,  
 Secret Brown, Keith Wurtz.

TOPIC	DISCUSSION	FURTHER ACTION
<b>Call Meeting To Order</b>	Meeting called to order <u>2:03</u> pm	
<b>Reports:</b> I. Secret Brown: Coordinator, Professional Learning & Organizational Effectiveness II. Keith Wurtz: Outcomes assessment at Crafton and Current Plans of the IEAOC	I. Reason for visit: • Support our committee. • Staff is her focus. • Address our concerns a. Working closely with Dean Papas to find out what we are in need of. Anything in regards to Professional Development training and to provide training. b. Advised Catalog (booklet) is almost complete. II. Keith Wurtz: Presentation – attached.	
<b>Old Business:</b> I. Approval of Minutes from May, September and October. II. Professional Development.	I. Table minutes from last meetings. May, September, and October to be approved. II. Meeting in September: a. Met with Dr. Lisa Norman regarding AB2558 b. Brainstorm session. c. We forwarded the survey to her along with Dean Pappas. d. We advocated to have that money put aside for Classified Professional Development. e. Anyone interested in going to the Professional Development committee meetings please let us know. We need 2-3 more present.	
<b>New Business:</b> I. Treasurer Update – II. Fundraisers	I. Our current balance is <b>\$863.80</b> Petty Cash: <b>\$52.00</b> Scholarship: <b>\$488.00</b> II. Fundraisers a. Chili Cook Off • Oct. 29 12-2p LRC 226	

	<ul style="list-style-type: none"> <li>• \$6 for a bowl and spoon</li> <li>• Need donations</li> </ul> <p>b. State Line trip: Unable to make happen.</p> <p>c. Augies: potential to sell coffee</p> <p>d. Joe Joe’s gourmet dogs: Sell at Club Rush for a 20% donation. Oct. 21<sup>st</sup>.</p> <p>e. Holiday decorating contest. Look out for emails in November.</p>	
<p><b>Public Comment:</b></p> <p>I. Committee Update</p> <p>II. Shake Out</p> <p>III. Safety Committee</p> <p>IV. Vacant Senate seats</p>	<p>I. Committee Updates:</p> <ul style="list-style-type: none"> <li>• We think we have reps in all committees. We do have a few openings to help support.</li> <li>• Requesting CSEA to come in and do a presentation on budgets.</li> </ul> <p>II. Shake Out is Oct. 15 at 10:15 a.m. Please relay to all classified staff to make sure they know exactly where to go.</p> <p>III. Safety committee will be doing an AD HOC for smokers (including vaping). Have received a lot of complaints.</p> <p>a. Need to review locations.</p> <p>b. Brighter easier to find signs.</p> <p>c. Smoker chimanies to dispose of cigarettes.</p> <p>d. Suggestions:</p> <ul style="list-style-type: none"> <li>• 20ft away from any doorway or vent system.</li> <li>• Patrol warning areas.</li> </ul> <p>IV. Vacant Senate seats:</p> <p>a. Elections will happen earlier than before.</p> <ul style="list-style-type: none"> <li>• March/April elections and voting</li> </ul> <p>b. Keep an eye out for recruits.</p> <p>c. We will re-organize units after move.</p> <p>d. We will revise by-laws since buildings will be different.</p>	
<p><b>Announcements:</b></p> <p>I. Region 9 Mini Senate Retreat</p> <p>II. November meeting.</p> <p>III. Hay Group Open Forum</p> <p>IV. Upcoming Events</p>	<p>I. Chaffey Region 9 mini retreat. If anyone can go, let us know.</p> <p>II. Chancellor will be at our November meeting.</p> <ul style="list-style-type: none"> <li>• Submit questions to Cyndi Gunderson.</li> </ul> <p>III. Hay Group Open Forum: Oct. 12 We encourage anyone who is able to attend to please go. It will be held in the board room at District.</p> <p>IV. Upcoming Events:</p>	<p>*Cyndi to send out.</p>

	<ul style="list-style-type: none"> <li>• Big Bear High School will be touring Nov. 12</li> <li>• Club Rush: Oct. 21</li> <li>• Trials of Spring Documentary: Nov. 16</li> <li>• Clash of Clubs: Nov. 18</li> <li>• Sober Fest: Nov. 19</li> <li>• Family Fest: Nov. 7</li> </ul>	
<b>Adjourn</b>	Meeting adjourned <u>3:07</u> pm	

**Mission Statement:** The mission of Crafton Hills College is 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:** Crafton Hills College values academic excellence, inclusiveness, creativity, and the advancement of each individual.



[http://www.craftonhills.edu/Faculty\\_and\\_Staff/Classified\\_Senate.aspx](http://www.craftonhills.edu/Faculty_and_Staff/Classified_Senate.aspx)