



# CLASSIFIED SENATE MINUTES

DATE: 01/12/2017  
 TIME: 2:00-3:30  
 P.M.  
 LOCATION: CCR-233

**EXECUTIVE BOARD:** Benjamin Gamboa, Michelle Tinoco, Brandice Mello, Steve Rush, Laura Oliver  
**SENATORS:** 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 at 2:09	
<b>REPORTS TO THE SENATE</b>		
<b>Campus Community Reports:</b> (1 <sup>st</sup> monthly meeting, 5 min. each) <ol style="list-style-type: none"> <li>1. Administration</li> <li>2. CSEA</li> <li>3. Academic Senate</li> <li>4. Student Senate</li> </ol>	4. From Student Senate, there will be Club Rush on March 1 <sup>st</sup> . No theme at the moment.	
<b>Senate Reports:</b> <ol style="list-style-type: none"> <li>I. President               <ol style="list-style-type: none"> <li>a. Enrollments</li> <li>b. Grants Updates</li> </ol> </li> </ol>	I.a. We are down 200 FTES; What can Classified Senate do? How can we be a conduit for students? Why are they taking less classes?	I.a. Reach out to those in our community; bring up college to those around. Bring up creating outreach to not only high schools , but businesses as well. Offer courses at night more and those that are fast track courses.

<ul style="list-style-type: none"> <li>i. Pathways Innovations</li> <li>ii. Promise Program</li> </ul> <ul style="list-style-type: none"> <li>2. Treasurer</li> <li>3. Committees <ul style="list-style-type: none"> <li>a. Senate Ad Hoc <ul style="list-style-type: none"> <li>i. Shared Governance</li> </ul> </li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>b. i) Articulating more with K-12 schools; focusing on them for community college, which will lead to outreach.</li> <li>ii) From district, this will allow outreach at elementary, middle, and high schools; may waive all fees 1<sup>st</sup> year by filling out FAFSA, apply to EOPS, and accept Pell Grants; requirements are still being discussed.</li> </ul> <p>2. \$1437.23</p> <p>3.a. Classified Professionals Week has the theme of superheroes. The dates were picked, but have to go back to the committee to change; planning on April. Michelle spoke to Colleen about workshops and student equity to have funding for the event. Steve will be in charge of food.</p> <p>b. Jonathan is in charge of Program Review. Bylaws, College Council, and District Assembly=no updates.</p>	
<b>ITEMS FOR ACTION</b>		
<p><b>Approval of Minutes:</b></p> <ul style="list-style-type: none"> <li>1. <a href="#">12/09/2016</a></li> </ul>	<ul style="list-style-type: none"> <li>1. Motion to Approve: Steve Rush Seconded by: Monique Marrujo</li> </ul>	
<p><b>Old Business:</b></p> <ul style="list-style-type: none"> <li>1. <a href="#">Resolution 2016-2</a>: Guidance on Undocumented Students</li> <li>2. Input on Queen Bean services</li> <li>3. <a href="#">Policies and Procedures</a> requiring input: <ul style="list-style-type: none"> <li>a. BP 2100 Board Elections</li> <li>b. BP 2200 Board Duties &amp; Responsibilities</li> <li>c. BP 2430 Delegation of Authority to the Chancellor</li> <li>d. BP/AP 2431 Chancellor Selection</li> <li>e. BP 2432 Chancellor Succession</li> <li>f. BP 2716 Political Activity</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>1. First reading of Resolution conducted by Ben Gamboa; second reading in future if needed; possible addition needed to include a focus on classroom settings. This was brought forth by Monique Marrujo.</li> <li>2. Senate provided issues in regards to the quality and service of Queen Bean. Ben will bring the inputs forward in regards to the renewal of the contract for the location.</li> <li>3. All approved the policies and procedures and did not see a need to add more.</li> </ul>	
<p><b>New Business:</b></p> <ul style="list-style-type: none"> <li>1. Classified Staff Professional Development Needs</li> <li>2. Training for Senators – Feb. 3, LRC-135, 10 a.m.</li> </ul>	<ul style="list-style-type: none"> <li>1. Currently, the list of workshops that are for the spring semester are very inclusive. There is an equity series that will provide a certificate with the completion of 5 equity workshops. Begins January 26<sup>th</sup> with lunch included.</li> </ul>	
<p><b>Public Comment</b></p>	<p>Jojo's will be here twice this month: Tuesday 17<sup>th</sup> and Thursday 19<sup>th</sup> with email being sent out by Laura Oliver</p>	
<b>ITEMS FOR INFORMATION</b>		

<b>Future Agenda Items:</b> 1. Resource25 Implementation 2. Chancellor's Spring Report, B. Baron, 2/24		
<b>Announcements:</b> 1. California Community College Classified Senate Executive Board Meeting, 3/10-11, LRC-226		
<b>Adjourn – 3:30 p.m.</b> <b>Next meeting: Jan. 27, CCR-233, 2 p.m.</b>	Adjourned at 3:19 pm	

**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.