

# CLASSIFIED SENATE AGENDA

DATE: 03/10/2017  
 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 2:00pm</b>	Called at 2:06 pm	
<b>REPORTS TO THE SENATE</b>		
<b>Campus Community Reports:</b> <b>(1<sup>st</sup> monthly meeting, 5 min. each)</b> <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>	<ol style="list-style-type: none"> <li>1. None</li> <li>2. None</li> <li>3. None</li> <li>4. Student Senate: planning for gala and help set up next week; Club Rush and Senior Day got rave reviews; planning for commencement and graduation soon</li> </ol>	
<b>Senate Reports:</b> <ol style="list-style-type: none"> <li>I. President           <ol style="list-style-type: none"> <li>a. Non-credit programs</li> <li>b. Classified 9+I CLI Proposal</li> </ol> </li> </ol>	<ol style="list-style-type: none"> <li>I.a. Non credit: Offering first classes April 14; most are in the Business program where classified can teach depending on experience and education; if interested, contact VPI. Dr. Zhou wants classified to consider taking non-credit classes for PD. Current students and community members can take it.</li> <li>b. Classified 9+I CLI Proposal: will find out if the proposal will be accepted to present tomorrow; Ventura College is the only other college with a 9+I.</li> </ol>	<p>I.a. Classified interested in teaching non-credit courses should contact the Vice President of Instruction.</p>

<p>2. Treasurer</p> <p>3. Committees</p> <p>a. Senate Ad Hoc</p> <p>b. Shared Governance</p>	<p>2. \$1,305 after 4Cs event.</p> <p>3.a. Classified Professional Week: Active shooter, Office 365; purchasing and contracts; yoga; equity certificate; financial aid for budgeting; Q&amp;A with Dr. Zhou; CSEA will do a workshop; up in the air to have a masseuse. Faculty and management will possibly host luncheon on Friday, 4/14.</p> <p>Program Review: meeting on 3/17 at 2pm</p> <p>Senate Logo: Herberth and Laura went to district annex to talk to Deborah; she will give 3 to 5 mock ups. Present the mock ups to senate on 4/14. Laura needs to speak to Donna still to discuss about presenting the logo to ensure that it fits regulations</p> <p>b. Shared Governance:</p> <p>Planning and Program Review: 1 FTE=\$5000 so the Non-Credit classes will be a perfect help to the campus.</p> <p>District Assembly: there is a desire to change the constitution make up; trying to reduce the number</p>	<p>3a. Provide input on ideas and what would like to be developed; will be put on as a future agenda items: NonCredit PD</p>
<p><b>ITEMS FOR ACTION</b></p>		
<p><b>Approval of Minutes:</b></p> <p>1. <a href="#">01/27/2017</a></p> <p>2. <a href="#">02/09/2017</a></p> <p>3. <a href="#">02/24/2017</a></p>	<p>MSC Michelle Tinoco/Laura Oliver to approve all three</p>	
<p><b>Old Business:</b></p> <p>1. 4CS Senate Executive Board Meeting</p> <p>2. Campus Safety Issues</p>	<p>1. Receipts to be submitted to treasurer; 4CS joined meeting for introductions and to participate.</p> <p>2. Submit work order with serial numbers for out lights; Consensus that Ben should take CSO to Safety Committee and College Council. Accessible bathrooms for students and staff concerns will be taken to Facilities.</p>	
<p><b>New Business:</b></p> <p>1. <a href="#">4CS South Region Gathering, 3/31</a></p> <p>2. <a href="#">Professional Development Plan</a></p> <p>3. <a href="#">KVCR Spectrum Auction Proceeds</a></p> <p>4. <a href="#">Policies and Procedures</a> requiring input:</p> <p>a. AP 2510 Collegial Consultation</p> <p>b. BP/AP 3715 Intellectual Property</p> <p>c. BP/AP 5200 Student Health Services</p>	<p>1. Held at Saddleback College. MSC Brandi Mello/ Steve Rush to approve attendance costs not to exceed \$100</p> <p>2. Colleen Hinds drafted and asked for classified to review and provide input; discussion on need to provide more inclusive PD for classified in plan and on committee.</p> <p>Martin briefly explained the services that the American Heart Associate offers to provide people with training in CPR and information on Basic Life Support as well a Heartsaver course; would like to find a way to certify all staff on CPR. Asking for interest in AHA classes and PD.</p> <p>3. \$157 million proceeds to district; discussion on ways to address investment of funds.</p> <p>4. Insufficient time to discuss.</p>	<p>2. Ben will send out comment form to document comments on plan. Will put on next agenda.</p> <p>3. Offer Friends and Family CPR class on Monday, 4/10 2-4pm during CPW</p> <p>4. Recommendation for a resolution to create a well-organized, structured, values-based, inclusive conversation. Will put on to next agenda.</p>

<b>Public Comment</b>	Reminder to submit your ballots for classified, management, and faculty of the year nominees by Monday, 3/13.	
<b>ITEMS FOR INFORMATION</b>		
<b>Future Agenda Items:</b> <ol style="list-style-type: none"> <li>1. Resource25 Implementation</li> <li>2. ACCJC Midterm Report, 3/24 &amp; 4/28</li> <li>3. Classified Senate Logo, 4/14</li> <li>4. Chancellor's Spring Report, B. Baron, 4/14</li> </ol>	<ol style="list-style-type: none"> <li>1. Still looking to use/test out in Fall 2017.</li> <li>2. Keep on Agenda</li> <li>3. Laura and Herberth will present multiple drafts of the logo.</li> <li>4. Moved visit since the 2/24 one was cancelled.</li> </ol>	
<b>Announcements:</b> <ol style="list-style-type: none"> <li>1. 4CS Senate Executive Board Meeting, 3/10-11, LRC-226</li> </ol>	<ol style="list-style-type: none"> <li>1. Senate invited to visit meeting to network and interact with the 4CS.</li> </ol>	
<b>Adjourn – 3:30 p.m.</b> <b>Next meeting: March 24<sup>th</sup>, CCR-233, 2 p.m.</b>	Adjourned at 3:38 pm	
<p><b>MISSION STATEMENT:</b> To advance the educational, career, and personal success of our diverse campus community through engagement and learning.</p> <p><b>VISION STATEMENT:</b> 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.</p> <p><b>VALUES:</b> Academic excellence, inclusiveness, creativity, and the advancement of each individual.</p>		