

CLASSIFIED SENATE MINUTES

Date: 8/22/2025
Time: 1p – 2p
Location: CCR-219

Executive Board	Senators
<input checked="" type="checkbox"/> Karen Peterson, President	<input checked="" type="checkbox"/> Ken Byrnes, Unit 1
<input checked="" type="checkbox"/> Veronica Arrowood, Vice President	<input checked="" type="checkbox"/> Craig Eilander, Unit 2
<input type="checkbox"/> ZsaQuita Bender, Secretary (on leave)	<input checked="" type="checkbox"/> Zach Cortz, Unit 3
<input checked="" type="checkbox"/> Rosemarie Hansen, Treasurer	<input checked="" type="checkbox"/> Rebecca Abeyta, Unit 4
<input type="checkbox"/> Public Information Officer (vacant)	<input type="checkbox"/> Ciera Divens, Unit 5
<p>Members and Guests: Geoff Escher, Liz Lopez, Rebecca Orta, Christina Sweeting, Stacy Sysawang, Jenny Cunvong, Cindy Calderon-Cruz, Veronica Sandoval Salceda, Amity Lodevico, Natividad Rodriguez, Pedro Chabolla, George Mora, Maita Ready</p>	

ITEM	DISCUSSION/ACTION
Call Meeting to Order – 1:00pm	
Activity	<p>Departmental Updates</p> <ul style="list-style-type: none"> • 9/9 EOPS Open House • Student Life has new resources, come see them. Also, staff IDs are available, Send photo and number to Zach Cortz • Ericka Sherman explained Snackademics • Student Services/ Counseling will open for walk-ins at 8am during first week
Introductions, Good News and Recognition	<ul style="list-style-type: none"> • Karen thanked Veronica Arrowood for steering Caring Campus. • Craig thanked Zach Cortz for being helpful with student IDs. • Nati thanked Christina for her help with Oracle

REPORTS TO THE SENATE

No community reports

President's Report:

Karen welcomed everyone back and hopes everyone is ready and excited for a new year. Thanks to everyone who gave workshops and attended Classified Professionals Week. This year's CLI was in Sacramento. Explained what CLI and 4CS are. Next year will be in Riverside. Every classified professional is invited and encouraged to attend. There are professional development funds available to cover the cost. Staff T-shirts, there are still green CHC Staff t-shirts available. Will let everyone know how many and what sizes.

Vice President:

Veronica Arrowood – no report

Treasurer's Report:

Rosemarie Hansen reported August balance was \$5323.97. Thanked our 11 monthly payroll contributors who donate a total of \$157.41, bringing our total balance to \$5481.38.

Committees

Caring Campus: Veronica explained the purpose of Caring Campus and putting intentionality behind the helpful behaviors we already do. There were two trainings over summer to start getting CC up and running. Administrators will be

Community Reports:

1. Administration
2. CSEA

Senate Reports:

1. President, Karen Peterson
2. Vice President, Veronica Arrowood
3. Treasurer, Rosemarie Hansen

Committee Reports

1. Senate Standing Committees
 - a. Caring Campus
 - b. Bylaws
 - c. Recognition
 - d. Classified Events
2. Shared Governance Committees
 - a. Openings

	<p>next. Anyone interested in participating in the Caring Campus Committee is welcome.</p> <p><u>Bylaws</u>: Karen said there will be work on the bylaws this year. Also mentioned ZsaQuita Bender is on leave from CHC senate because she is currently reassigned to Valley. Let Karen know if you would like to participate in the Bylaws committee and/or if you are willing to help with the secretary position while Quita is gone.</p> <p><u>Recognition</u>: The recognition form is available on the senate website. This is for individuals to fill out for themselves so that we don't embarrass anyone who doesn't want their birthday celebrated publicly, but we want to share in the fun things happening in your lives.</p> <p><u>Classified Events</u>: We need help with these because Karen and Veronica cannot do this by themselves.</p> <p>Shared Governance Committees: We have a few openings. Please check the website to see which vacancies there are. Anyone is welcome to attend ANY committee meeting.</p>
ITEMS FOR ACTION	
<p>New Business</p> <ol style="list-style-type: none">1. Senate meeting dates and times for 2025-2026<ol style="list-style-type: none">a. Meeting times:	<p>Karen reminds all Classified Professionals that anyone who is a permanent classified staff</p>

<ul style="list-style-type: none"><ul style="list-style-type: none">i. Option 1: 1pm – 2pmii. Option 2: 2:30pm – 3:30pmb. Proposed schedule:<ul style="list-style-type: none">August 22September 12September 26October 10October 24November 14*December 5January 16February 13February 27March 13March 27April 10April 24May 82. Modality<ul style="list-style-type: none">a. Executive Board recommends continuing with hybrid meetings3. Proposed Budget 2025-2026<ul style="list-style-type: none">a. Reimbursement Processb. Meeting door prizes4. Activities<ul style="list-style-type: none">a. Chili Cookoff<ul style="list-style-type: none">i. Date: Halloween is on a Fridayb. Classified Professionals Week<ul style="list-style-type: none">i. Possible dates: Spring Break, Classified Week, keep it the same, later in the summer, etc	<p>member is a voting member of Classified Senate.</p> <p>New Business</p> <p>1. Senate meeting times and dates</p> <p>a. Karen says that since our meetings are almost never more than one hour, we have two proposed times for our meetings: 1pm-2pm or 2:30pm-3:30pm. Rebecca Abeyta said Student Services closes at 1pm so starting at 1pm would be a challenge. Zach said the proposed meeting calendar would not conflict with Student Senate. Karen pointed out that often administrators request to present at senate meetings but then back out because of going late on Fridays. Rosemarie suggested meeting at 1:15 to allow time for Student Services to close and take a break before the meeting. Karen asked that anyone voting be willing to commit to attend. Show of hands for meeting at 1:15 or 2:30. Moved by Veronica and seconded by Christina. to start at 1:15. Motion carried.</p> <p>b. Proposed meeting schedule: 2nd and 4th Fridays; removing September 26 due to SBCCD Olympics; 12/5 (first Friday) because of holidays. Will most likely hold 4th Friday meetings more often this year. Moved by Veronica and seconded by Rebecca A. to adopt schedule. Motion carried.</p>
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2. Modality: Moved by Rebecca A. and seconded by Veronica to maintain hybrid. Motion carried.

3. Proposed Budget:

Rosemarie walked everyone through proposed budget. Since there were not printed copies and it was not included in pre-meeting information, this item will be voted on at the next meeting.

Reimbursement Process: All reimbursement requests should go through Rosemarie as Treasurer so that she can keep track of accounts

Meeting door prizes: Exec Board recommended either raising the dollar amount on our gift card door prizes or awarding 2 when there are 10 or more attendees (in-person and online) at a meeting. Rebecca asked how many usually attend. Karen said between 8-10 and this is intended to encourage more attendance at meetings. Moved by Veronica and seconded to give out 2 \$10 gift cards when 10 or more are present at meetings, 1 \$10 gift card when fewer than 10. Q: What is the process for selecting a winner? A: Wheel of Names updated each time.

4. Events –

a. Chili Cookoff – Costumes encouraged. Traditionally held on Halloween, but since

	<p>Halloween is a Friday this year, should we change this? Campus is less busy on Fridays; some employees work remote. Discussion about moving to Thursday, 10/30 instead. Student Senate's Club Rush might be on Thursday, 10/30. Still TBD. Q: Does it have to be for Halloween? A: It's tradition but it does not have to be. Will vote at next meeting.</p> <p>b. Classified Professionals Week: With compressed calendar, should CPW be moved to a different week? Options include Spring Break, 3rd week of May which is the official Classified Professionals Week or keeping it the same week. Will vote at next meeting. Q: Would moving it to later in the summer be an issue with purchasing deadlines? A: As long as PRs are submitted ahead of time, we should be fine unless we move to the beginning of July.</p>
ITEMS FOR INFORMATION	
Future Agenda Items	None
<p>Good of the Order</p> <ol style="list-style-type: none"> 1. Announcements 2. Door Prize 	<p>Announcements: Rosemarie says the calendar has been fixed online. Rebecca asked about 4/10s and when we will find out if it's extended due to compressed calendar</p> <p>Door prize winners: Craig Eilander and George Mora</p>
Adjourn –	September 12, 1:15pm

Next meeting:	
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