



Classified Senate Meeting Minutes – Thursday, September 26, 2019

1:00pm-2:00pm

Building 3, Room 142

Members Present: Jeanne Stalker, Allison Hughes, Yesenia Mercado, Dina Zidan, Joan Murphy, Julie Hong, Chantal Sosa, Maria Lara, Jonathan Wax, Maria Huning, Jonna Pounds, Candice Johnson, Loretta Davis Rascon, Roslind Young, Jacky Ip, Alex Claxton

Guests: Graciano Mendoza, Tammy Robinson

1. Review & Approve Minutes:
 - 3/19/18—Jonathan made a motion to approve the 3/19/18 minutes, Maria second. Alex and Dina abstained. Minutes approval passed unanimously.
 - 4/16/18—Jonathan made a motion to approve the 4/16/18 minutes, Jeanne second. Alex, Dina and Maria abstained. Minutes approval passed unanimously.
 - 5/21/18—Maria made a motion to approve the 5/21/18 minutes, Jonna second. Alex and Dina abstained. Minutes approval passed unanimously.
 - 9/17/18—Maria made a motion to approve the 9/17/18 minutes, Allison second. Alex and Dina abstained. Minutes approval passed unanimously.
2. Special Election: Vice President
 - Vice President Marisol Quevedo submitted her resignation from serving as Classified Senate Leadership due to time constraints.
 - A call for nominations will be open through Wednesday 10/3. Nominations can be forwarded to Jeanne.
 - Marisol made a motion to nominate Loretta Davis Rascon, Jonathan seconded. Alex abstained. Motion passed unanimously.
3. October Flex Day Announcement (via email)
 - Classified Staff have requested Banner training and the District PD Committee will reach out sessions for Classified.
 - Loretta proposed a wellness session for Classified, like yoga. Jonathan suggested best practices related to work place wellness. Chantal offered to do finance-related Banner trainings. Past Banner trainings can be found on the [Admin Services website](#).
 - Campus will be closed on Flex Day, so all Classified can attend.
 - Send any Classified Flex Day ideas to Jeanne.
4. Professional Development New Process
 - Proposed clarification to the process documents around when the application needs to be submitted and which signatures the application needs before being submitted. Added a guiding question for the Committee to check the applicant has finished their probationary period.
 - Proposed edits to the application to reflect the clarified wording around deadlines and to add a check box to clarify if the applicant has finished their probationary period.



- Chantal requested that applications be submitted in hard copy. Marisol stated that she would also request to have an email address created for the PD Committee to track applications as well.
 - Maria noted that all administrators and supervisors should be notified of the changes to the process and the application.
 - Rosalind made a motion to approve the process and application with the edits discussed, Jonathan second. All in favor.
5. Financial Report:
- Dina reported that debit card is being process by the bank. We currently have \$95 in payroll contributions and Dina will share the sign up form again in case anyone wants to start making a contribution.
6. Public Comments:
- Jose Zelaya and Ariela Villalpando are going to be attending MOT this year. If you're interested add your name to the waiting list.
 - Loretta shared that the next building 1 discussion will take place at the board meeting on 10/10 and Classified should read the Academic Senate resolution for more information on what the KAD department is talking about.