

MERRITT COLLEGE
Minutes of the Classified Senate Meeting
December 15, 2015, 1:30 p.m. to 3:00 p.m., L-137

Attendees: Stefanie Harding, Waaduda Karim, Maria Perez, Jamila Saleh, Kinga Sidzinska, Nghiem Thai, Charlotte Victorian, Ron Perez, Samantha Knappenberger, Walter Johnson, Daraja Wagner

Absent: Denise Woodward, Tim Brice, Maura Sealund

AGENDA ITEM	DISCUSSION	ACTION/FOLLOW-UP
	The meeting was called to order at 1:42pm	
I. Review & Approval of Agenda	The agenda was reviewed and approved as amended.	M/S/P: Thai/ R. Perez/unanimous
II. Action Items/Presentations	Confirmation of new officers: <ul style="list-style-type: none"> • President – W. Karim • VP – R. Perez • Secretary – • Recorder – M. Perez • Treasurer – Victorian • PIO –J. Saleh 	
III. Approval of Minutes	The 11/17/2015 minutes were reviewed and approved as amended.	M/S/P: R. Perez/Johnson/unanimous
IV. President’s Report (Harding/Karim)	2015-2016 Goals Implementation Plan <ul style="list-style-type: none"> • Goals were discussed in September. • Goal 5 will be to develop 3-4 questions that are frequently asked in your area. Questions will be brought to Classified Senate for January meeting to create one frequently asked questions (FAQ) document for Merritt College employees. Follow-Up with Petition to Chancellor <ul style="list-style-type: none"> • Viable source of funding has not yet been identified to support petition to chancellor. • Look at Foothill College and how funds are allocated into their Classified Senate Committee in order to be able to take more action. • Leadership meetings with College President must 	R. Perez will follow up with Chancellor first. Sub Committee formed to reach out to Mission College, S. Knappenberger, W. Karim, J. Saleh.

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	<p>happen to increase support and collaboration.</p> <ul style="list-style-type: none"> • Need to ask college President for funding needed for .25 participation in committees release time and support within governance accreditation and Title 5. <p>Classified Voice (December Issue)</p> <ul style="list-style-type: none"> • N.Thai will assist with writing December issue. Recap of new senators for Classified Senate. Recap of PRT, PD, Accreditation, and CLI, in June. <p>Classified Appreciation</p> <ul style="list-style-type: none"> • Develop dates for fundraising. Ideas for professional development. • PFT and District already set mid-year and mid semester professional development through contract negotiation. Classified Matters supported by Chancellor District wide. • Classified Appreciation should happen twice a year. Dates chosen must not be on a day that is busy. • Identify a date for and allocate funds resources. Encourage peers to attend. Expenses related to it must be planned to 1 semester for 1 professional development day. • Collaboration with ASMC and SSSP/Student Equity. <p>Classified Hiring Prioritization</p> <ul style="list-style-type: none"> • S. Knappenberger will provide staffing needs in program reviews. All administrative units doing program review. List must be available by February 2016. 	<p>S. Knappenberger will provide staffing needs in program reviews. All administrative units doing program review. List must be available by February 2016.</p> <p>All senators will write a paragraph for Classified Voice.</p> <p>R. Perez Classified Spotlight S. Knappenberger Accreditation W. Johnson Learning Center D. Wagner Series of ASMC speakers recap W. Karim Allied Health Nursing Session R. Perez Shared Government S. Harding Hiring Prioritization M. Perez Division II</p> <p>D. Wagner will provide ASMC event dates to add to agenda.</p>
V. Governance Reports	<p>Budget Committee</p> <ul style="list-style-type: none"> • Summary of budget resource would be submitted by 	J. Saleh will attend next facilities committee meeting.

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	<p>Division Dean to CBC and submitted to CEMPC and College Council.</p> <p>College Council</p> <ul style="list-style-type: none"> • No quorum. Flow chart of integrated budgeting and planning. Validation team was also discussed. <p>CEMPC</p> <ul style="list-style-type: none"> • Co-chair A. Elliott and N. Ambriz-Galaviz. Flow chart now needs to be modified to be consistent with By-Laws. Educational Master Plan was discussed. Contracted employee at District level to complete Master Educational Plan. <p>Facilities Committee</p> <ul style="list-style-type: none"> • No representative at Merritt College Classified Senate Meeting. <p>Health and Safety Meeting</p> <ul style="list-style-type: none"> • Health and Safety active shooter training. 	<p>Email C. Victorian fundraising ideas.</p>
VI. Treasurer's Report (Victorian)	<p>Fund Raising Ideas</p> <ul style="list-style-type: none"> • Need to begin planning for February Valentine's Day. 	
VII. PIO's Report (R. Perez/ Saleh)	<p>Next meeting is on Tuesday, January 19 1:30-3:00 p.m.</p>	
VIII. Announcements		
	<p>The meeting was adjourned at 3:14 p.m.</p>	

Initials of note taker: MP