

**MERRITT COLLEGE**  
**Minutes of the Classified Senate Meeting**  
**August 27, 2014, 1:30 p.m., L137**

**Attendees:** Timothy Brice, Doris Hankins, Stefanie Harding, Waaduda Karim, Ron Perez, Kinga Sidzinska, Nghiem Thai, Denise Woodward

**Absent:** Molly Sealund, Charlotte Victorian

**Guest:** Marilyn Bull

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
	Meeting was called to order at 2:05 p.m.	
<b>I. Agenda Review/Changes/Adoption</b>		
<b>II. Approval of Minutes: June 18, 2014 and July 9, 2014</b>	Approval deferred to September meeting.	
<b>III. Debrief of MCCS Flex Day Activity – 8/13/14</b>	<ul style="list-style-type: none"> <li>• Who’s Who Bingo activity was a success. Participation was high. 36 of 57 permanent staff and 13 of 25 hourly staff were in attendance of the event. Positive responses were shared with the College President.</li> <li>• Future activities will require more organization to be better prepared.</li> <li>• Harding suggested a Classified Professional Day mid semester. The idea was supported by the Chancellor and the President.</li> </ul>	
<b>IV. Classified Hiring Prioritization List 2014/15</b>	<p>Discussion of timeline in developing prioritization list is as follows:</p> <ul style="list-style-type: none"> <li>• September – Identify processes to use in conjunction with Program updates/reviews.</li> <li>• October – Begin reviewing program updates</li> <li>• November – Rank and approve</li> <li>• December – Send memo to President with outcome</li> </ul>	
<b>V. President’s Report (Harding)</b>	<p>a. Overview of 4CS Gathering</p> <ul style="list-style-type: none"> <li>• Classified’s purpose should evolve around the College’s Mission Statement.</li> <li>• MCCS should create an AUSLO that ties into our Code of Ethics</li> <li>• Setting goals for the Senate is essential and should align with our mission.</li> </ul> <p>b. Outcomes of Strategic Planning Sessions</p> <ul style="list-style-type: none"> <li>• College Goals were developed to coincide with the</li> </ul>	

	<p>District's.</p> <ul style="list-style-type: none"> <li>• Development of these goals was a collaborative effort amongst faculty, staff and administrators.</li> <li>• Identifying measurable objectives was a difficult task.</li> <li>• Compensation for the Classified Staff who attended the August Planning Session was denied although otherwise stated in writing. Both the VPI and the President stated that additional compensation could not be provided given that the Planning Session was conducted during normal working hours.</li> </ul> <p>c. Governance Committee Appointments</p> <p>Budget 4 Classified Reps: N. Thai, K. Sidzinska, C. Victorian, D. Woodward</p> <p>CEMPC 3 Classified Reps: M. Bull, S. Harding, M. Sealund</p> <p>College Council 5 Classified Reps: T. Brice, D. Hankins, S. Harding, W. Karim, M. Sealund</p> <p>Facilities 2 Classified Reps, T. Brice, M. Sealund</p> <p>Technology 3 Classified Reps: R. Perez, T. Hampton, W. Johnson or S. Chan</p> <p>Staff Development 3 Classified Reps: D. Hankins, N. Thai, M. Bull, J. Salah, S. Daniel, M. Rubio - all expressed interest</p> <p>Health and Safety 3 Classified Reps: L. Peevy, W. Karim, R. Smith</p> <p>Graduation 2 Classified Reps: M. Rubio. D. Wagner</p> <p>d. Hiring Committee Appointments</p> <p>Division II Staff Assistant – W. Johnson, M. Bull</p> <p>Financial Specialist – A. Hunter, S. Harding</p> <p>A&amp;R Tech – S. de la Torre</p> <p>VPSS Staff Assistant – L. Pascual, R. Perez, D. Jacks</p> <p>Division I Dean – D. Woodward, N, Thai</p> <p>Division II Dean – M. Sealund, W. Karim</p> <p>e. 2014/15 MCCS Meeting Schedule Harding distributed a calendar of all governance meetings.</p> <p>f. Strengthsfinder Profile</p>	
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	Deferred to September meeting.	
<b>VI. PIO Report (Perez)</b>	<ul style="list-style-type: none"> <li>a. Website Updates – No updates.</li> <li>b. Classified Spotlight Perez expressed interest in developing a “Classified Spotlight” that highlights a Classified individual each month for their contributions to the college.</li> </ul>	
<b>VII. Treasurer’s Report (Victorian)</b>	<ul style="list-style-type: none"> <li>a. Fundraising The Lavender scented pouches created as part of our Flex Day fundraising efforts are still available for resale.</li> </ul>	
<b>VIII. Union Update</b>	<ul style="list-style-type: none"> <li>a. Local 39 (Brice) – No update.</li> <li>b. Local 1021 (Sealund) – No present to report.</li> </ul>	
<b>IX. Announcements</b>	Marilyn Bull attended the meeting to ask that the senate look into the idea of utilizing Moodle to develop knowledge based tools that can be shared with new hires. Bull is willing to organize a sub-committee and talk about different ideas. Sub-committee will report back to the senate at the September meeting. The sub-committee will be comprised of Perez, Thai, Woodward and Bull.	Bull to report sub-committee progress at the September meeting.
	Meeting adjourned at 3:17 p.m.	

WK/SH