

**San Diego Mesa College
Classified Senate
Meeting Notes**

Thursday, November 9, 2017
10:00 a.m. – 11:30 a.m., LRC 432

ATTENDEES/ PROXIES	<i>Executive Officers</i>	<i>Ad Hoc Positions</i>
	Trina Larson, President	Naayieli Bravo (excused)
	Yolanda Catano, Vice President	Jacqueline Collins
	Alan Goodman, Administrator	Olivia Picolla
	Charlie Lieu, Treasurer	Des Short
	Angie Avila, Member at Large	Brandon Terrell (excused)
	<i>Senators</i>	<i>Attendees</i>
	Johanna Aleman	
	Kathy Fennessey	
	Alma Fuentes (excused)	
	Mona King (excused)	
	Leanne Kunkee	
	Eva Parrill	

Agenda Item 1: Call to Order:

DISCUSSION	<ul style="list-style-type: none"> • The meeting was called to order by Larson at 10:02am
-------------------	--

Agenda Item 2: Review and Approval of Minutes:

DISCUSSION	<ul style="list-style-type: none"> • October 26, 2017 minutes – approved with update <ul style="list-style-type: none"> ○ Stand money must be spent by June 2019 ○ CRUISE volunteers: <ul style="list-style-type: none"> ▪ Financial Aid Literacy Jan 10 11am-12:30pm – Kathy, Trina <ul style="list-style-type: none"> • UPDATE ADD: Johanna, Leanne, Eva ▪ Icebreakers Jan 11 8:30am-9am – Yolanda, Olivia, Angie, Trina
-------------------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • upload minutes 	<ul style="list-style-type: none"> • Alan 	<ul style="list-style-type: none"> • Before next meeting

Agenda Item 3: Welcome/Introductions:

DISCUSSION	<ul style="list-style-type: none">•
-------------------	---

Agenda Item 4: Executive Board & Senator Reports:

DISCUSSION	<ul style="list-style-type: none">a) President- Trina Larson<ul style="list-style-type: none">• Today is Board of Trustees Meeting open session<ul style="list-style-type: none">○ Talking about Guided Pathways○ College to design “meta-majors” – goal is to create something where the students can identify○ Will there be career counseling?○ All are welcome and invited to come○ “sdmesa + guided pathways” for website to provide input• Bylaws: Trina to set meeting with Des and Yolanda• CS Joint Resolution 2017-001<ul style="list-style-type: none">○ Important because this is step #1 in professionalization of staff○ Getting pushback from Miramar – they want “classified professional” at all times○ Consensus to push back – should be allowed to use “Classified” when appropriate• Academic Senate Representation<ul style="list-style-type: none">○ We are a standing agenda item – we asked to be on the agenda only when we want = denied○ We can forward any agenda items to Kim○ Kim understands that we can not have a representative every time and that we will make a plan to attend regularly as our collaborative relationship with the Academic Senate is important○ We will have rotational representation○ Yolanda to get academic senate schedule from Sue Saetia• Football game this Saturday vs. Southwestern, then Drama doing “One Act” plays right after – lets go have fun!• Alan to have standing item to check status of to-do items = CONSENSUS<ul style="list-style-type: none">○ Can also add to Basecamp – check with Naayalib) Vice President- Yolanda Catano<ul style="list-style-type: none">• See new business “Handbook”c) Administrator- Alan Goodman<ul style="list-style-type: none">•d) Treasurer- Charlie Lieu<ul style="list-style-type: none">• Checking \$1,140.22 + \$158 (tentative)• Primary savings \$415.82
-------------------	--

	<ul style="list-style-type: none"> • Savings \$56.54 • Foundation ? <p>e) Member at Large- Angie Avila</p> <ul style="list-style-type: none"> • This week celebrating Veteran’s Appreciation Week, looking for more support and better turnout next year <p>f) Senator Reports</p> <ul style="list-style-type: none"> • Food drive by ASG, Outreach, and Student Affairs (take to Outreach) • Thanksgiving Feast next week for students
--	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • set up auto donation \$1 to CS within Peoplesoft 	<ul style="list-style-type: none"> • All 	<ul style="list-style-type: none"> • next meeting
<ul style="list-style-type: none"> • Yolanda will get academic senate schedule from Sue Saetia 	<ul style="list-style-type: none"> • Yolanda 	<ul style="list-style-type: none"> • next meeting
<ul style="list-style-type: none"> • Check with Naayali to add to-do list to basecamp 	<ul style="list-style-type: none"> • Alan 	<ul style="list-style-type: none"> • next meeting

Agenda Item 5: Unfinished Business:

DISCUSSION	<p>a) Basecamp Update (Lieu)</p> <ul style="list-style-type: none"> • Technical issue with previous workspace – recreated workspace and all receive an invitation <p>b) FUNraiser Update (Lieu)</p> <ul style="list-style-type: none"> • Final arrangement with D&B <ul style="list-style-type: none"> ○ #1) Keep 50% of “power cards” – create spreadsheet, keep list of names & numbers, give them list and pay 50% value, keep the rest for our fundraising proceeds <ul style="list-style-type: none"> ▪ Subgroup to decide details such as payments accepted, payment policy such as collect cash in advance or after – more details after subgroup meeting tentatively next week ○ #2) Can meet and hold event there and keep 10% of proceeds <p>c) Classified Ink, December Edition</p> <ul style="list-style-type: none"> • Find where currently exists (on website?), check out your role, think about what you would like to contribute to next issue <p>d) Cookbook (Cookbook Subcommittee)</p> <ul style="list-style-type: none"> • To have 2nd meeting – design is coming along • Spiral bound with cover page (Sweet Savory Stories), backpages to
-------------------	---

	<p>attach stories</p> <ul style="list-style-type: none"> • Us to reach out to liaison areas for recipes (recipe on one page, story of contributor on the other) <p>e) Meet and Greet, Videos, Email (Larson, Picolla)</p> <ul style="list-style-type: none"> • Something at the beginning to introduce us • Areas are finalized, Olivia to schedule appointments to record <p>f) Social Media Ideas (All)</p> <ul style="list-style-type: none"> • Text/call/email Olivia with anything that you would like posted • (619)818-5887
--	---

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Send new Basecamp invite • Set up D&B fundraising subgroup meeting 	<ul style="list-style-type: none"> • Nayalli • Charlie/subgroup 	<ul style="list-style-type: none"> • Next meeting • Next meeting

Agenda Item 7: New Business:

DISCUSSION	<p>a) Classified Senate Handbook: Roles Delineation (Catano)</p> <ul style="list-style-type: none"> • SEE ATTACHMENT • Review governance chart • See reporting structure for communication purposes • Finalized version of mission, vision, values • Assignments – taken from 4CS • Roles according to bylaws (as written) • Roles for <i>Mesa</i> – add what you contribute to your role, your vision for your role within the larger world • <p>b) Classified Senate Shirts (Kunkee)</p> <ul style="list-style-type: none"> • Us to bring in our own shirt/jacket/hoodie/etc. for sizing purposes • “Mesa” blue shirts with white logo
-------------------	--

ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Review Classified Senate Handbook, add your roles • Get shirts to Leanne 	<ul style="list-style-type: none"> • ALL • ALL 	<ul style="list-style-type: none"> • By next meeting • By Christmas

Agenda Item 8: Announcements/Events:

DISCUSSION	<ul style="list-style-type: none"> a) ASG Thanksgiving Feast, November 16 2-5pm MC-211A/B b) Mesa College Holiday Reception, Dec 6, 11-1, MC-211 A/B c) Classified Appreciation Week, May 7-11 d) Classified Awards Luncheon, May 9, 2018, MC-211 A/B e) Classi-Con, June 5-7
-------------------	--

Agenda Item 9: Roundtable:

DISCUSSION	<ul style="list-style-type: none"> a) Trina – Classified “Road Show” b) Yolanda & Charlie to lead “power of storytelling” NCORE presentation <ul style="list-style-type: none"> • Purpose to see the interconnectedness of us all • 11/15/2017 2:30-4:30pm c) AFT Guild 30th Anniversary Celebration at the Zoo <ul style="list-style-type: none"> • Must be an AFT member to attend • Purchase tickets by Dec 1 – event Dec 9, 4:00-10:00pm d) Teach in Tuesday, Nov 14, 12:00 to 3:00 PM
-------------------	--

Agenda Item 10: Next Meeting:

DISCUSSION	<ul style="list-style-type: none"> • December 7, 2017 – 10-11:30am, I4-402
-------------------	---

Agenda Item 11: Adjournment:

DISCUSSION	<ul style="list-style-type: none"> • The meeting was adjourned by Larson at 11:32am
-------------------	--

Taken by Alan Goodman, Administrator
Submitted by Alan Goodman, Administrator
Approved on: _____