

Classified Senate Meeting Minutes

Present: CS Officers: Kim Foulger, President; Maridel Barr, Vice President; Monica Applegate, Secretary. Jennifer Satariano, Paul Wilson. Melanie Palomino.

Absent: Valerie Marckwordt, Treasurer. Oksana Pensabene, Julian Solis, Candice Hansen, Janis Olsen.

Key: Responsible/Follow-Up, Open, Closed

Topic	Summary / Follow- Up	R	C	O
1. Call to Order	Meeting called to order at 10:05 a.m.	KF,	C	
2. Approval of Agenda	Agenda approved.	KF, MB, MA	C	
3. Approval of Minutes	No minutes to approve as no meeting was held in December.		C	
4. Events and Calendar	Welcome Spring Classified Breakfast – March 2019. KTD only. Possible dates March 6 th , 13 th , or 20 th . Maridel Barr to check availability in Deedy Staff Loung on those dates. Monica Applegate to coordinate Senators to reach out for donations. Possible places to request donations from; Trader Joes, Starbucks, Noah's Bagels.	MB MA		O
5. Discussion Items	Change CS meeting time from 1st Fridays at 11 :00 am – 12:00 pm to first Fridays at 10:30 am – 11:30 am to remove scheduling conflict of the SEIU monthly union meeting. Approved. Enrollment Services Congratulatory Breakfast for Halloween Party/Best Department Costumes. It was a success! We held a breakfast for the winners, Enrollment Services, at their work space at both KTD and IVC. The congratulatory breakfast at both campuses were a total cost of \$156.16.	KF, MA, MB, PW, JS KF, MA	C C C	
6. Tasks and Planning	Schedule Participatory Governance Committee updates by Classified members. Kim Foulger to reach out to Classified Professionals in each participatory Government Committee to request a short, monthly report from each on the highlights of each meeting. Need new CPLC (Classified Professionals Liaison Committee) representative to fill in for Vickie Lamke who has retired. Ideally this person would be a representative of the Confidential group or a CSEA member as the other	KF MB		O O

	<p>groups/unions are already represented. Maridel Barr to reach out to Classified Professionals who are considered Confidentials to see if anyone would be interested in filling that spot.</p> <p>New Classified Employees Handbook/website updates. Sub-committee members include Kim Foulger, Maridel Barr, Monica Applegate and Candice Hansen. Sub-committee members will do the main part of going thru all the material and figuring out what is relevant and what is not. Referencing the HR packet that is given to new employees, the faculty handbook and personal experience. The sub-committee will then present to the rest of the senators for approval.</p> <p>CS Website Update – need to set time to discuss what needs to be revised. Sub-committee members will coordinate a time and day for the first meeting a.s.a.p.</p> <p>Dr. Coon’s offer to meet with Classified Senate. Kim Foulger will reach out to Dr. Coon for a date/ time to come to the Classified Senate meeting. If classified professionals have a topic they’d like information on from Dr. Coon (NON-UNION-related only), please send them to Kim Foulger or Maridel Barr.</p> <p>Ask Greg Nelson to meet with Classified Senate. We would like to invite Greg Nelson to meet with Classified Senate to discuss the moves that will be happening as a result of the upcoming Measure B project on campus at KTD. The thought behind this meeting is to gather information about how the moves will work, who it will affect, how it is proposed to be done, etc., so that we may inform the Classified Professionals.</p>			O
		KF, MB, MA, CH		O
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7. Next Meeting	Friday, March 1, 2019. Academic Center 303, 10:00 am – 11:00 am.		C	
9. Adjourned	Meeting adjourned at 11:00 am.		C	

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