

DVC
CLASSIFIED SENATE
September 26, 2012
APPROVED MINUTES

Present: Ann Patton (President), Scott Heiden (Vice President), Lesley Agostino, Sarah Boland, Gilbert Rocha, Kerry Bledsoe

Absent: Wendy Weber-Holt, Chris Meadors, Lisa Brager

Guests: Nancy Ryanen-Grant, Marcia Perata, Teresa Molnar

Patton called the meeting to order at 9:10 a.m.

1. Approval of the September 26, 2012 Agenda:

It was MSC, with no objections, to approve the agenda as written.

2. Approval of the September 12, 2012 Minutes:

Removed the word “new” in the president’s report regarding “new classified”.

It was MSC, with no objections, to approve the minutes as amended.

3. Public Comment - None

4. Announcements – Boland informed the council that the Career & Employment Services (C&E) is working on their own strategic plan, not to be confused with the DVC district plan. Surveys will be sent out and there will be a few stakeholder meetings. All are encouraged to participate.

Rocha noted that he is now working more with veterans and Bledsoe encouraged him to reach out to Christine Morrison for more information.

Rocha reported that he had spoken with PE dean Christine Worsley about a Classified Night at an upcoming home football game. The council thought it would be a great idea and Rocha will follow up with Worsley.

5. President’s Report – Patton reported that the College Council is working on committee structure and process, including evaluating roles and resource allocation. At the meeting on Monday, the CC discussed two policies and Patton clarified that these policies were Academic/Profession Matters which is under the prevue of faculty. The Budget Committee is looking to add a new representative in each area (classified, faculty, and management). The Budget Committee is also looking at revising some procedures and Bledsoe questioned if that would be wise to do after we told the ACCJC what our plan was. Patton clarified that “continuous improvement” is part of the revision and will send the revision to council members to review.

Patton announced that the ASDVC has a new president, Eric Lee. And it was noted that the facilities committee is now a task force not a committee.

The Budget Committee and Integration Council have openings for classified if anyone is interested or know someone who would be a good fit.

Patton noted that the college is in the process of hiring a technical writer for accreditation. Patton commented that she had spoken with Mojdeh Mehdizadeh at the district and they will be sending out a request for a list of issues that has been cause by problems with technology.

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6. **Classified Senate representation Areas** – The council reviewed the informational binders provided by Coleen Lento. Bledsoe requested the list of contacts be sent out in Excel format. Patton suggested the areas of representation be reviewed and possibly revised in order to better group staff, the council was asked to review the maps and make suggestions for revision. The committee discussed the possibility of replacing representatives that are unable to attend meetings. The council felt it could be done but the focus should be on getting the information out to all the areas.
7. **District Wide Classified Initiative** – Bledsoe reported that through her 4CDLI training she and two other district employees have created a peer to peer mentor program for their concluding project. They have met with Gene Huff and he has given them a “green light” to start their project and Bledsoe was asking the Classified Senate for their support in the project. The project will align with the senate goal of promoting/improving morale among employees. In brief, employees would be paired up based on expertise and need of training. “E” time will be used and employees will be encouraged to participate. The council unanimously agreed to be in support of the project.
8. **Strategic Planning** – Patton and Heiden reported that over 250 names were submitted for inclusion on the task force and focus groups. All will be receiving invitations to participate and it is the hope that senate members will encourage those nominated to participate. Those who were not nominated will still have to opportunity to participate in focus groups. Heiden reported that there were 87 classified nominated and feels that classified will be represented properly in the planning process.
9. **Budget** – The council reviewed the budget numbers for the past three years (provided by Lento) and would like to see a bit more detail on the expenses (especially regarding US Bank payments). Bledsoe recommended an elected treasurer position be a part of the senate and encouraged the council to include that position in the future.

Patton adjourned the meeting at 11:04 a.m.