



Santa Rosa Junior College Classified Senate

October 28, 2005

2:00pm-3:00pm

Senate Chambers

MINUTES

In Attendance: Anna Felciano, Raoul Yriberri, Debbie Weatherly, Fran Byrn, Susan Muskar, Marie Cuneo

I. Approval of Minutes, September 2005

Motion: Yriberri; 2nd: Muskar; Carried

II. Reports:

- A. **President** – At her monthly meeting with the President, Dr. Agrella extended his appreciation to Debbie for her report at the last Board meeting in Anna's absence; he also suggested our meet and greet for new board members be extended to all. We will schedule a day in spring giving everyone a long lead time; Anna also attended the IPC and Budget and Linkage Planning Committee. At this point, the committee is doing a program review of the academic side.
- B. **Vice President** – Susan announced she has to resign her position, effective 10/31/05. She has been hired as the new HR Analyst which is a management position. She will be missed but we wish her well in her new position. Debbie submitted her name as VP. Will be voted on at the next meeting.
- C. **Treasurer** – no report
- D. **Secretary** – Fran shared a thank you from Narmeen Nasseem; she also sent a condolence note to Ed Tapley and family.
- E. **Communication Specialist** - absent
- F. **SEIU** - absent
- G. **Senators** – Debbie reports that Inge Brockbank has retired; Marie asked about computer classes designed specifically for staff; it was noted that Academic Computing is presently understaffed and requests for any staff training should go through Staff Development.

III. Filling Vacant Senator Positions

Senators and officers reviewed the current list of sectors and representatives. It was agreed that person to person contact is the best way to encourage staff to become involved in the Classified Senate. We can also target supervisors in vacant areas to get their support and recommendations.

IV. Appointment of Gary Watts as Senator for Sector N – Facilities, Warehouse

Moved to next meeting

V. Special Meeting to Honor Bea Griffiths

It was the consensus to offer to co-sponsor an event with Staff Development. Anna will followup.

VI. Invitations to Michael Beebe and Mary Kay Rudolph to the Nov. Meeting

Fran will send

- VII. A. **Accreditation Draft** – Via email, Anna sent the final draft of the midterm Accreditation Report which will be submitted to Accrediting Commission on November 1st .
- B. **Mission Statement** – Is currently under review. It is the intention to revise the statement to be succinct enough to fit on the back of a business card.
- C. **Retention Seminar** – Staff is encouraged to attend and give input in the six 2-hr. sessions scheduled throughout the 05/06 school year to assist students in meeting the long and short term educational goals and discuss retention strategies. There is a major concern with the anticipated decrease in enrollment this year and its impact on the budget. It was suggested that visits to local high schools could be expanded; staff could meet with high school counselors on a regular basis to make sure SRJC is being promoted as a post high school option along with four-year colleges and universities.
- D. **Hurricane Relief Fund** – Campus-wide fundraising effort continues through 10/31.
- E. **Calendar Committee** – Marie reported that option A-1 was selected by the Calendar Committee for the 06/07 school year.
- VIII. **Adjournment:** at 2:50 p.m. Motion: Muskar; 2nd: Weatherly; Carried