



Santa Rosa Junior College Classified Senate

June 20, 2005

11:00 a.m. -12:00 p.m.

Maggini Conference Room

MINUTES

In Attendance: Bea Griffiths, Fran Byrn, Anna Felciano, Susan Muskar, Raoul Yriberri, Violet Wilder, Marie Cuneo, Joan McMurray, Elizabeth McPherson, Don Dalby, Debbie Weatherly.

- I. Approval of Minutes, May 2005 –
Correction of p.m. to a.m time on summer meetings. Motion: McPherson; 2nd: Cuneo; Carried (with correction)
- II. Reports:
 - A. President – The Classified Senate goals for the year was shared at the last Board meeting. The request to have a Classified Senate representative on the IPC committee is still in discussion and we need to stay in contact with SEIU about this matter. A copy of the Napa Valley College “Delineation of Duties” for their Classified Senate and the Association of Classified Professionals (their bargaining unit) was distributed. This can be used as a template to develop a similar list between our Classified Senate and SEIU.
 - B. Vice President - None
 - C. Treasurer – Final deposit needs to be made to Art Works fund. Still have not received \$300 from ASB. Bea will followup.
 - D. Communications Specialist – None
 - E. Secretary - (addition to agenda) Notecards have been sent on behalf of the Classified Senate to the following employees: Rachel Lallatin (graduation from SRJC) , Steve Wilder (death of stepson), Narmeen Nasseem (bike accident), Anne Vercelli (death of father) and Ben Benson (death of father).
 - F. Senators – Raoul reports that the initial vision for Elliott Avenue is underway in discussions with the architect. Discussions also continue with the remodels of Doyle Center and Barnett Hall. Also Ann Gibbs is the new buyer in Purchasing; Fran reports that two childcare assistant openings have been approved and hopefully new hires will be on board by the beginning of fall semester; Elizabeth reports that the Great Seminar was once again a resounding success; both the Faculty and Staff Handbook and Catalog of Resources are now available online; and the Classified Staff Development committee is in need of committee members. The committee meets on the first and third Thursdays of the month at the Staff Resource Center. Please contact Elizabeth if you or someone you know is interested in serving on this important committee.
- III. President Appointment – Anna Felciano. Motion: Yriberri; 2nd: McPherson; Carried.
- IV. Treasurer Appointment (addition to agenda; vacancy created with Felciano appointment). Self-nomination: Marie Cuneo. Motion: McPherson; 2nd: Wilder; Carried.
- V. Final Report 2004-05 – Both the goals of 04/05 and the proposals for 05/06 were reviewed. It was agreed not to order more than 50 calendars as a fund-raising activity for 2006. A quote for 500 was \$4.50 each. Bea agreed to work with Bill and Kimberly at Petaluma in selecting art works for the calendar. Joan suggested we have an order form on our website for the calendars as a pre-order to more precisely determine the number of calendars needed. An order form can also be developed for the remaining cookbooks and notecards in stock (both are also available at the Bookstore)

VI. **Calendar**

July ½ day senate planning session – It was suggested that two 2-hour sessions may increase attendance for these brainstorming sessions. Fran will email senators about preference in times and dates.

VII. **Adjournment:** at 11:45 a.m. Motion: Yriberri; 2nd: McPherson; Carried