DE ANZA COLLEGE
CLASSIFIED SENATE RETREAT MINUTES
October 18, 2012
Location: Admin 109
PRESENT: Reza Kazempour (CS, President) Corrao, Sarah (CS, Secretary) Gerard, Teri (CS, Treasurer) Van, Nina (Section 1) Aparicio, Veronica (Section 2) Weinberg, Pat (Section 3) Chung-Tabangcura, Tracy (Section 4) Edman, Susan (Section 6) Sheldon, Melissa (Section 8) Ceballos, Julie (Section 9) Trosper, Matt (Section 10) Ehle, Tammy (Section 11) Maynard, Lorna (Section 13) Strongone, Angelica (Section 14) Johnstone, Norma (Section 15) Marquez, Virginia (Section 16) Yumori-Kaku, La Donna (Section 17) Jenkins, Lois (Section 18)
ABSENT: Arellano, Tony (Section 12)
GUEST: Margaret Bdzil, Mary Kay Englen, Patty Jobs, Bach Mai Kai, Karl Von Ahnen

1a. Approval of Agenda (All)
• Today’s agenda was APPROVED – (M/S/C –Gerard/Jenkins)

1b. Approval of Minutes (All)
• Minutes for 10/04/12 was APPROVED as amended – (M/S/C –Strongone/Edman)
  Changes:
  #3 We need to be specific about our student population. We need to name the students we serve specifically.
  “Clarify” should be “review” the mission statement.
  #4 The vice president elect position will be up for reelection.
  #8 “Will to” should be changed to “willing to do.”

2. Campus Budget Committee Confirmation (Kazempour)
• Campus Budget Committee: Teri Gerard (Budget and Personnel)
  o APPROVED – (M/S/C –Jenkins/Ceballos)
  o Vote approved by consensus

3. 2012-13 Budget, Discussion, & Worksheet Budget Presentation (Gerard/Kazempour)
• The Executive committee met and decided that we should move towards percentage based financing. This would enable us to be more flexible and better prepared for B budget reductions.
• The proposal is as follows:
  o 45% Classified Retreat
  o 15% EOM
  o 15% Communication
  o 15% Staff Development
  o 10% Election
• Should we have a discretionary line item (Marquez)?
• This year election money will be used for outreach and promotions not food (Gerard).
• The senate will revisit the budget quarterly (Kazempour)
• All expenses need to be validated before we spend (Gerard).
• Committees will need to fill out worksheet on how they plan to spend their funds (Gerard).
• We will need to rethink EOM without food or Water (Jobs).
• Proposed 7% election 3% contingency (Yumori-Kaku).
• Proposed 5% election 5% contingency (Marquez).
• Marquez moves to amend 5% election 5% contingency Trosper seconds
  o Budget APPROVED as amended – (M/S/C –Marquez/Strongone)

4. Committee Reports (Committee Members)
• EOM (Jobs) see committee report written by CJ Jones
  o We should approach La Voz for a feature story on employee of the month (Kazempour)
• Campus Budget (Gerard) see committee report written by Teri Gerard
• FERPBT (Jenkins) see committee report written by Lois Jenkins
• Communications (Marquez): has not met, sent around email to current committee to see if people want to stay on the committee. Would like new people to get involved. At their next meeting they will discuss our mission from our 2011 retreat talk about goals and address their budget,
• SSPBT (Chung-Tabangcura) Committee has met three times so far this quarter following up on accreditation, planning assessment, SSLO model, and Student Service viability assessment. The Student Service viability assessment will be used if we have to eliminate programs and will be presented to college council next week along with budget reduction proposals. They do not have a priority process with rankings.
• IPBT (Bdzil) see committee report written my Margaret Bdzil. She also presented the ranked list.
• DASB (Corinne) Committee has been focused on accreditation, making campus more presentable, and presenting Proposition 30 to classes: My Vote your Future.
• College Council (Kazempour) see committee written by Reza Kazempour.

5. Holiday Events (Kazempour)
• There will be a Halloween even October 31, 2012 from 10-3 in the bookstore. The party will include a Halloween costume and pumpkin decorating contest. There will be a $50.00 prize for the best classified costume, and another $50.00 prize for the best decorated pumpkin. An additional $50.00 will be needed for party supplies
  o The Academic senate also approved spending $150.00.
  o They are looking for volunteers to help out
  o Request for party funds APPROVED– (M/S/C –Marquez/Trosper)
• We will look into sponsoring second harvest food bank (Marquez)
  o Please let Marquez know if you would like to volunteer to help out.

6. Burning Issues/ Event Sharing, Endorsing & Sponsoring (All & Kazempour)
• De Anza Football game Saturday, October 20, 2012 (Trosper)
• Operation Black Vote Tuesday, October 23, 1:30-3:00 Conference Room A&B (Kazempour)
• Faculty/ Staff Art Show Wednesday, October 24, 2012 at Euphrat (Kazempour)
• Benefit for De Anza College music scholarships Friday, October 26, 2012 at 7:30 PM (Ceballos)