DE ANZA COLLEGE
CLASSIFIED SENATE MEETING MINUTES
Thursday, October 21, 2010 3:00pm-4:30pm
Location: Administration Conference Room 109

PRESENT: Lois Jenkins (CS, President), Virginia Marquez (CS, President Elect/Section 17), Mi Chang (CS, Secretary), Julie Ceballos (Section 1), Veronica Aparicio (Section 2), Margarita Hawthorn (Section 3), Reza Kazempour (Section 4), Jo Ann Okabe-Kubo for Berta Pace (Section 5), Sharon Berg (Section 6), Larry Bloom, (Section 8), Norma Johnstone (Section 9), Tammy Ehle (Section 11), Lesley McCortney (Section 12), Angelica Strongone (Section 14), Mary Browning (Section 15), Mary Jo Lomax (Section 16), Teri Gerard (Section 18)

ABSENT: Melissa Ingalls (CS, Treasurer)

GUESTS: April Qian, Melodie Cheney

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1. Approval of today’s agenda:
   • Today’s agenda was APPROVED – (M/S/C—Ehle/Ceballos) – with these amendments:
     i. Item 3 – Remove DARE Taskforce members
     ii. Item 4 – Remove FERPBT
     iii. Item 4 – Add Melodie Cheney, EOM Representative

2. Approval of Minutes
   • 10/7/10 Minutes was APPROVED – (M/S/C—Kubo/Bloom) – with these amendments:
     i. Add Brian Murphy to the guest list.
     ii. Correction of spelling of Survey

3. Feedback on Surveys from Elaine Kuo:
   • President Jenkins reported from Elaine Kuo that the District is looking for at least 1000 students per campus to match the last accreditations response rate. From faculty and staff they are looking for between 30-50%.
   • Surveys will be sent out to all students.
   • Surveys will go out Friday, October 22, 2010.

4. Needs and Confirmations:
   • We confirmed Norma Johnstone for Section 9.
   • There is still a need for a senator for Section 10 – Science Resources Center, Auto Technology and Child Development Center.
   • There is still a need to fill the vacating spot for the Diversity Advisory Council.
   • Virginia Marquez asked if we have a place to post open classified positions on committees. President Jenkins will post the open positions on the Classified Senate website. Virginia also stated that she received a very old list of all the committees with the days and times they meet. She will update and bring a more current list. Julie Ceballos also stated there is a main shared governance website, but that also is not up-to-date because all the
committees are not updating the information. This is a larger discussion as to who will update and maintain this site.

4. **Governance Committee Reports:**
   - SSPBT – Virginia Marquez reported that for the last two meetings they have been doing training and orientation. There is a discussion about who can serve as a co-chair. SSPBT has proposed the committee choose a person from within the existing committee and they would get confirmation from their respective group (Academic or Classified Senate). This discussion of who can be a co-chair is on hold in Academic Senate as it is in their by-laws that they appoint the co-chair. But once a decision is determined, this recommendation will go to College Council which will then go to Brian Murphy, President of DA to make a final decision.
   - CAC – President Jenkins reported that ETAC is in the process of determining a technology priority list. Fred Sherman stated that WiFi – Phase II is almost complete except for new buildings and buildings undergoing renovation. Linda Thor, Chancellor made a request to the Board in August that with the exception of a few high positions that employees be allowed to start work before they are approved by the Board.
   - EOM – Melodie Cheney reported that last year they requested $1500 = food, $500 = decorations, $1200 = clocks and $50 = miscellaneous. Last year they spent $3294. For this year, Brian Murphy purchased 8 of the clocks. Each clock costs approximately $100. This item will come back to the agenda once Melissa Ingalls, CS Treasurer returns.

5. **Dean of Counseling Hiring Committee:**
   - Stacey Cook requested that 3 people be confirmed for the hiring committee. One of whom she requested to be outside of the Counseling Division. We confirmed Dawna O’Malley, Kent McGee and Olivia Patlan.

6. **Non-Smoking Committee Presentation:**
   - Mary-Jo Lomax presented a plan for the creation of designated smoking areas around De Anza College. Locations are still to be determined but they were looking at about 10 areas around campus to make extremely visible with a painted table and possibly adversail signs and logos. She stated that they also made this presentation to the facilities group. They will make a decision. There was a question from Santa Clara County whether or not the District would go 100% smoke-free. This decision though has to be made by both campus’ and for the time being Foothill’s President, Judy Miner after taking it to their College Council felt that now was not the appropriate time.

7. **Short Info Topics:**
   - TABLED – Out of time.

8. **Burning Issues/Announcements:**
   - TABLED – Out of time.

**ADJOURNMENT:** It was – (M/S/C—Kubo/Browning) at 4:35 P.M.

Respectfully submitted,

Mi Chang

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