1. Approval of Agenda.
   • Today's agenda was **APPROVED** – (M/S/C—Ceballos/Johnstone) – with this amendment.
     i. Change last item #8 to #9.

2. Approval of Minutes
   • Minutes from 10/21/10 **APPROVED** – (M/S/C—Gerard/Marquez) – with these amendments.
     i. Agenda item #3 – last bullet point – correct Ceballos spelling.
     ii. Agenda item #3 – last bullet point – third sentence – delete the word “with.”
     iii. Agenda item #4 – first bullet point – third sentence – start with “SSPBT has proposed the …”
     iv. Agenda item #4 – first bullet point – fourth sentence – add “that they appoint the co-chair” to the end of the sentence.
     v. Agenda item #4 – second bullet point – correct Linda’s spelling.
     vi. Agenda item #4 – second bullet point – delete last sentence.

3. Accreditation Update:
   • President Jenkins informed us that the first report to the Commission was submitted on
time. All the standards are making progress. There is an accreditation website that lists the
timeline for accreditation. She reminded us that AUOs are due as soon as possible. Mary
Pape from the CIS department and Antonio Ramirez from the PHIL department are the new
SLO coordinators and if you have any questions about SLOs contact them. Virginia
Marquez requested that the College’s mission statement be placed on the agenda to
remind us what it is. President Jenkins said marketing is working on getting more
information to the campus via bookmarks, posters, etc…

4. Needs and Confirmations:
   • Confirm DARE Taskforce Members – Confirm Pat Weinberg (Assessment), Melissa Aguilar
     (Student Success) and Cindy Lister (Student Success) as Classified representatives.
• Confirm Senior Library Technician Committee Rep – Confirm Irene Niazov and Tracy Lamb to be Classified reps for the hiring committee.
• Need Section 10 Senator – Mary Browning is stepping down from Senate. Asking for a new representative to take her place.
• Need Section 15 Senator – Please ask if anyone is interested in serving.
• Need Diversity Advisory Council Rep – Please ask if anyone is interested in serving.

4. **Staff Development – EO Training:**
• Edmundo Norte came and gave us information that there will be an Equal Opportunity Rep Training on Wednesday, November 17, 2010 from 12:30 – 2:30 PM in ADM 109. For more information about training please contact him at ext. 8443.

5. **Employee of the Month Budget Report and Survey:**
• President Jenkins, Melissa Ingalls, Patty Jobs and Rowena Tomaneng met and went over the budget for Classified Senate and a better record keeping process for charges against the account.
• EOM submitted a detailed budget request for $3000. It was APPROVED – (M/S/C—Marquez/Kazempour).
• President Jenkins stated that there will be a survey to all faculty and staff sent out after the December 9th EOM celebration on EOM to gather information like, “Do you like it?” “Do you dislike it?” “How would you like to see it changed?”, etc… If you have suggestions on what to ask please submit them to her.

6. **Proposed Policy for CS Expense Records:**
• Melissa Ingalls passed out an updated budget proposal for this year.
• Melissa also submitted a proposal for a policy on expenses for Classified Senate. We requested she make some changes in terms of making it clear between procard expenses and all other expenses. She will bring back with edits for approval.

7. **Committee Reports:**
• SSPT – Virginia Marquez said the committee is discussing goals and priorities for the coming year. They are also developing criteria for “B” budget augmentations that are tied to ICC and the College’s mission statement.
• Campus Budget – Teri Gerard handed out information about Measure C Processes. She also presented information about how budgets are being augmented from left over funds from last year.
• DARE (Developmental and Readiness Education) Committee – Julie Ceballos stated that they are working a draft document for recommendations on what kind of commitments and developments in education they would like to accomplish.
• Task Force Regarding AB 540 – The President’s Office created a task force to help undocumented students.
• College Council – President Jenkins reported that College Council approved the Technology Strategic Plan with the addition of one line about Student Learning Outcomes in the Student Experience and Staff Development sections.
• District Budget – district’s preliminary audit report for 2009-10 was good, clean, no findings.
• College Environmental Group – Julie Ceballos said they working on goals for getting “off the grid.” Solar panels are being installed on parking lots to reduce energy usage on both campuses.
8. **Short Info Topics:**
   - Virginia Marquez shared information about developing an evaluations process for shared governance groups. Standard VI.A.5 states that the “role of leadership and the institutions governance and decision-making structures and processes are regularly evaluated to assure their integrity and effectiveness. The institution widely communicates the results of these evaluations and uses them as a basis for improvement.” She would like Classified Senate to develop this evaluation for the shared governance groups.

9. **Burning Issues/Announcements:**
   - President Jenkins handed out an article on CalPERS and a 4CS newsletter.
   - Reza Kazempour requested documents early to review.

**ADJOURNMENT:** It was – (M/S/C—Pace/Strongone) at 4:30 P.M.

Respectfully submitted,

Mi Chang
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