

Classified Senate

Executive Board Meeting Minutes

April 5, 2016

Meeting Called to Order: 12:05 pm

Meeting Adjourned: 12:35 pm

Location: I-107

- 1) Call to Order
 - a) Roll Call – Ariane Ahmadian, Valerie Peterson, Paulina Saucedo, Jennifer Moore.
 - b) Agenda additions/deletions/changes – deletions Bryan Banville update
- 2) Action Items
 - None
- 3) Communications/Discussion Items
 - a) CSAD “In Review”
 - Ariane Ahmadian said the voting at CSAD for the Coordinating Council was positive.
 - We are waiting for Dr. Carter to send an updates survey to send out to the staff to get feedback and results on how staff thought CSAD went. Valerie Peterson asked how long would the survey to be available to staff and Ariane mentioned that a week would be enough time.
 - b) Professional Development Updates
 - Ariane Ahmadian mentioned that Bryan Banville, with the support of the Chancellor, will help to start a Classified Committee at the District level. Ari wants to make sure that we are working together and Bryan will help us develop a needs assessment and what is it that we really want to see from this needs assessment.
 - Ariane mentioned that Professional Development was integrated into ATD/Strat Plan and that Pat Setzer, Lauren Vaknin and herself submitted an implementation plan that people can provided feedback and that feedback will be used.
 - Ariane and Valerie are working on a process for the new hire orientations to represent Classified Senate and explain to new staff and get them involved. We want something ready to start for the Fall. Classified Institute will be a follow-up and mentorship for new hires.
 - c) Meeting Updates
 - Ariane explained that she wants us to go through committee appointments for people on committees to get feedback and updates. She

wants people to know what it means to be on a committee and what their role is.

- The “M” drive was created for information to be shared apart from the intranet. Any employee can access it by selecting the “M” under “joint classified senate”. Employees can also upload documents for others to view and it will be a great place to house documents in one spot.

d) Senate Recruitment

- Ariane wants us to think about ways to recruit others. People have mentioned that they are more willing to participate if someone approaches them rather than volunteering on their own. Ariane wants to assign roles to each of us and spread the work load.

Additional Instructions: For the next meeting Ariane would like us to discuss options for recruitment and what that will entail. Also think of ideas of how people would like to be recognized; birthday cards?

Next meeting – Tuesday May 3, 2016.

Notes take by Paulina Saucedo.