



Central Services Classified Senate

Tuesday, May 28, 2019

10:00 a.m.

ETS Training Room

Minutes

Attendance:

Pam Eberhardt

Marty Kahn

Kevin Metcalf

Monica Garcia

I. Approval of April 23, 2019, Minutes

Minutes of the April 23, 2019 meeting were approved by consensus.

II. Treasurer's Report

Treasurer was not present. President Garcia provided the committee with a written financial statement. The statement showed a balance of \$12,821.36.

III. Discussion: DDEAC Committee – Administrator Hiring Procedures

President Garcia had forwarded a copy of the draft procedures to the committee. No one on the committee had read it, and it was agreed that it was not read due to the document still being filled with pages of comments, making it difficult to read. President Garcia agreed to clean up the document and resend it to the group.

The document is a new set of guidelines and rules for hiring committees. This particular process is for Administrators only. President Garcia reported that there has been much confusion during this process, with many contributors being confused as to which version of the document is under review, who has reviewed it and whether it applies to all administrators or does not include Executive Administrators (College Presidents, College VP's, District Chancellor and Vice Chancellors.) She also reported that Faculty want to ensure that the majority of the selection committee is made up of faculty. These issues are all still subject to discussion.

IV. 2019/2020 CSCS Elections

Monica Garcia will be stepping down from the President's role. The President position will be filled by Paula Norsell for the 2019/2020 year, leaving the

President Elect position vacant. Discussion and suggestions ensued, with Kevin Metcalf being nominated and his accepting the position of President Elect. Marty Kahn agreed to continue as Secretary.

V. Feedback

The group discussed the feedback received from the CSCS *Thank You* snacks that were left on staff desks, and feedback on Classified Staff Professional Development Day. Limited comments were received regarding the snacks on the desks, but what little was received was positive. Staff Development day had about 200 attendees, and some food items ran a little short during lunch. It was assumed that some staff chose to attend without sending an RSVP. The food quantities were based on RSVP's. The keynote presentation received mixed comments – some thought it was brilliant, others felt it was too long and not interactive enough. The committee agreed that the presenter (Wally Anderson) had indicated that the presentation would be interactive but, in fact, was more lecture style. This resulted in some dissatisfaction. A few other sessions ran over the allotted time, causing some staff to be late for the prize drawing.

VI. Scholarship Award Time Table

The Committee was not aware of any applicants for the Scholarship. President Garcia will contact the foundation to see if there are any applicants. We will then discuss any possible awards.

VII District Committee Reports

- District Budget Advisory Committee – Paula Norsell is out sick, so no report was provided.
- Chancellor's Advisory Council – This meeting was cancelled.
- Educational Technology Advisory Committee – This meeting is held monthly. A detailed report was not provided, but the topics discussed included:
 - An intersegmental STEM grant
 - District Technology Plan updates
 - Professional Development for Information Technology
 - ETS projects, hardware/software standards and security issues
- Business Process Alignment Task Force – no report provided
- Human Resources Advisory Committee and District Diversity and Equity Advisory Committee – these are the groups that have been reviewing and revising the new process for hiring Administrators. See item III above.

VIII Bylaws Final Review

It was agreed that this final review will likely be led by the new President, Paula Norsell.

VIII Other Business

The need for Opening Day presentations was brought up. The schedule still has openings.

Central Services awards are coming up on June 4

The last CSCS meeting, for the academic year, will be on June 25.

IX

Adjournment

The meeting was adjourned at 11:00am.