



Central Services Classified Senate
Wednesday, August 17, 2016
9:30-10:30 a.m.
Foothill College Council Chambers (2018)

Minutes

Attendance:

Lindsay West, President
Becky Bartindale
Al Guzman
Paula Norsell

I. Approval of July 6, 2016, Meeting Minutes

Approval of the minutes was postponed to a future meeting when a quorum is present.

II. Treasurer's Report

Paula shared the Treasurer's Report for the period July 1, 2016, through July 31, 2016, which was provided by former treasurer Esperanza Contreras. She advised that there is a balance of \$3,074.91 in the Wells Fargo checking account, \$5,000.00 in the CSCS Fund, and \$2,397.18 in the scholarship fund. Paula reported that Esperanza is checking into the \$500 debit listed for the De Anza scholarship as she believes it was previously subtracted. The balance for the Chancellor's Event Fund, which is funded by the chancellor and vice chancellors to cover the barbecue catering and holiday party turkey and ham order, is currently \$2,918.05.

III. End-of-Summer Barbecue

Lindsay shared a draft of the barbecue invitation flyer. Suggestions included adding a note about bringing money for the scholarship, changing "executive team" to "vice chancellors" since the presidents do not contribute to the event fund, and adding Lena as a second person to receive monetary contributions. It was agreed that Thuy Nguyen and Brian Murphy would be invited to be special guests at the barbecue and that monetary contributions would be deposited in the Wells Fargo checking account.

Paula reported that she confirmed the catering order with an earlier “ready to serve” time than last year and submitted the facilities requests for bee abatement, weed clearing and clean up, and set up of tables and chairs with a request for additional food tables. She agreed to submit the technology request for a sound system.

IV. Professional Growth Award (PGA) Binders

Paula and Becky advised that they had not yet received the sample binder from the Foothill Classified Senate.

VI. Website

No progress was reported on updating the website.

VIII. Subcommittee Reports

Publications

Lindsay offered to take photos at the barbecue to include in the newsletter and to ask Karen Hunter if she could get access to the photos taken on professional development day.

IX. District Committee Reports

Chancellor’s Advisory Council

Paula reported that the council approved electronically minor revisions to the district’s conflict of interest code (board policy 2712) and a commitment statement in relation to the district’s reaffirmation report for the League for Innovation in the Community College. She advised that an information session for governing board candidates has been scheduled on August 31 at 9:00 a.m., and Chancellor’s Advisory Council members will be invited to present information to the candidates regarding district governance.

Educational Technology Advisory Committee

Lindsay advised that the Educational Technology Advisory Committee discussed Sunnyvale Center progress and a possible partnership with DocuSign for paperwork that currently require wet signatures. She noted that using DocuSign would fix certain accessibility issues.

X. Other Business

Al suggested that the three classified senates hold a joint meeting at least once per year to talk about professional development and other areas of mutual interest.

XI. Adjournment

The meeting adjourned at 10:16 a.m.