

**VENTURA COLLEGE**  
**Minutes of the Classified Senate**

**Date: December 1, 2016**

**3:00 pm –4:30 pm**

**Approved 2/2/17 Mtg**

**Present:** Pamela Yeagley, Carol Smith, Matthew Moore, Chief Sidnam, Gabriela Navas, Kelly Denton, Katie Owashi

**Recorder:** Felicia Torres

**Minutes:**

| <b>Agenda Item</b>  | <b>Summary of Discussion</b>   | <b>Action (If Required)</b>  | <b>Completion Timeline</b> | <b>Assigned to:</b> |
|---|--|--|----------------------------|---------------------|
| Call to order   | Meeting was called to order @ 3pm  |  |                            |                     |
| Adoption of the Agenda  |  | Carol moved to approve.<br>Pamela seconded.<br>Agenda is approved. |                            |                     |
| Public Comment  | No Public comment to record.   |  |                            |                     |
| Approval of Minutes   | Tabled for next meeting  |  | January meeting            |                     |
| Committee and Group Reports <ul style="list-style-type: none"> <li>• Board of Trustees</li> <li>• District Committees</li> <li>• Campus Committees</li> </ul> | <p>Pamela stated that the BOT is moving forward with the DAC purchase of the new building. The DAC is still online to move the office in April.</p> <p>Pamela reported that the Chancellor’s hiring committee convenes first thing tomorrow morning and she will be on it. They are working on a timeline in the hopes of having a person in place by the end of the academic year. She will make it available for the next weekly update. She added that there has been a sub-committee formed out of DCAP to revise the district strategic goals and action plans. They felt that this was necessary to make the goals more succinct and help drive the plan.</p> <p>Accreditation Steering Advisory-Conversations regarding</p> |  |                            |                     |

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|  | <p>evidence and what constitutes good evidence are going on and what should be in place to keep track of all of the evidence going forward.</p> <p>Student Success Committee-Felicia gave a report on what was discussed at the meeting and what was approved for recommendation to the President.</p>  |  |  |  |
| Classified Senate Officers   | <p>Discussion: Chief stated that he was in favor of holding a special election to fill the VP vacancy and felt that the senate should explore options by going through an election process. The question was raised as to what are the duties of the VP. After further discussion, several other senate members in attendance were in agreement to hold a special election.</p> <p>Another discussion around the procedures of holding elections and how nominations are performed and executed followed.</p> <p>A discussion about the timeline for having the new officer to begin their term. The intent is to have the new officer on board by March, so the special election will be held in February.</p> | <p>Katie Moved to discuss the VP voting option. Matthew Moore seconded. Motion passes and discussion begins.</p> <p>Carol S. moved to have a special election. Chief seconded. Motion is carried to hold a special election to fill the vacant VP position.</p> <p>Katie moved to appoint Matt, in the absence of a VP, as the nominations officer for elections. Chief seconded. Motion passes.</p> |  |  |
| <p>Program Review, Classified Prioritization</p> <ul style="list-style-type: none"> <li>• Vote on hiring priorities</li> </ul> | <p>Pamela reported that she had met with Greg yesterday. She asked for clarification of several issues with the list and was told that he would consult with the deans at Deans' Council for clarification and get back to her.</p> <p>Pamela said that another sub-committee would meet in two weeks and if anyone was interested in participating on that sub-committee, to let her know.</p>   | <p>Pamela moved to postpone vote due to the conversation she had with the President. Chief seconded. Motion passes.</p>  |  |  |
| Professional Development Update  | <p>A VCCCD Training &amp; Tours day is scheduled for June 8<sup>th</sup>, all day, at VC. The PD committee is still working on nailing down presenters. The theme is "It's All About You". Pamela asked for recommendations from anyone who may know of someone with experience in nutritional and healthy eating, so that she may reach out to them for an opportunity to share with others as a professional development session.</p>   |  |  |  |

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| Announcements   | Barbara Cogert retirement party<br>Per Katie, the Administration Holiday basket is on point!!   |  |  | Pamela Yeagley |
| Adjournment     | The meeting was adjourned at 4:05 pm.   |  |  |                |
| Three Takeaways | <ol style="list-style-type: none"><li>1. New VP will be elected</li><li>2. DAC is almost ready to move</li><li>3. Vacation time is around the corner!</li></ol> |  |  |                |