**Classified Senate Meeting September 12, 2012**

**Campus Center Conference Room 12 noon**

**Present:** Peder Nielsen,Carla Kramer, Karen Kittrell, Barbara Cogert

Recorder: B.Cogert

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| Agenda Item | Summary of Discussion | Action | Assigned to |
| Welcome/Introductions | Peder welcome the group and invited them to enjoy the pizza treat. |  | Attending members |
| Approval of Minutes | The June 2012 Minutes were accepted as read.  | K.Kittrell motioned approval of the minutes, Carla Kramer seconded. Minutes were approved as written.Will be posted in the Admin building. | Eileen Crump |
| Treasurer’s Report | As of 9/12/12 balance is $206.95. Expenses $169.52 were used to supplement the Classified BBQ last June as reported in the minutes. |  | Linda Resendiz |
| Election Date Change | Peder suggested changing the by-laws to change the elections from November to May. | It was agreed that this change makes sense so new officers will start the semester with the instruction calendar. Peder will discuss with Connie Baker. | Peder Nielsen |
| Scholarships for Classified Employees | Peder announced the two scholarships that are available through the Foundation. Also a reminder about payroll deductions to fund these scholarsips | See Foundation website. |  |
| Accreditation | Peder stated that he is confident all the improvements, corrections have been completed and should meet with a positive response from the accreditation team. | See DCAP report on Portal. |  |
| Program Review  |  | See attached timeline of meetings. | Peder Nielsen |
| Budget | College planning on $3M mid-year cut if tax measure does not pass in November. |  |  |
| Math/Science Building Restrooms | Peder announced a remodeling plan for these restrooms by the end of the year. | Foundation to furnish their own facilities for Week-end Market customers and staff. |  |
| ThanksgivingPot-Luck | It was agreed to once again hold the popular pot-luck in conjunction with the November meeting. |  |  |
| Professional Development | Peder announced that Robin Calote has allocated $5000. for Classified Professional Development activities.  | Sub-committee needs to be formed to develop activities and attend professional development meetings. |  |
| Educational Enhancement Grants | Available through the Foundation-applications on the Portal. All encourage to apply for something worthwhile for staff, students. | Peder to apply for Classified Leadership Institute funding and Barbara applied for Campus Clean-Up funds once again for Earth Day Event. |  |
| Holiday Basket | Discussion on putting together a basket for an Opportunity Drawing or to collect funds for a needy family/families in Ventura. |  | Karen/Barbara |