

San Diego Mesa College  
Classified Senate  
Meeting Notes

Thursday, September 28, 2017  
10:00 a.m. – 11:00 a.m., The LOFT

<b>ATTENDEES/ PROXIES</b>	<b><i>Executive Officers</i></b>	<b><i>Attendees</i></b>
	Trina Larson, President	Naayiali Bravo
	Yolanda Catano, Vice President (via ZOOM)	Olivia Picolla
	Alan Goodman, Administrator	
	Charlie Lieu, Treasurer	
	Angie Avila, Member at Large (excused)	
	<b><i>Senators</i></b>	
	Johanna Aleman	
	Kathy Fennessey (excused)	
	Eva Parrill	
	Dawn Whiting (excused)	

**Agenda Item 1: Call to Order:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>The meeting was called to order by Larson at 10:03am</li> </ul>
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**Agenda Item 2: Review and Approval of Minutes:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li><b>September 14, 2017 minutes</b> – approved</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>upload minutes</li> </ul>	<ul style="list-style-type: none"> <li>Alan</li> </ul>	<ul style="list-style-type: none"> <li>Before next meeting</li> </ul>

**Agenda Item 3: Welcome/Introductions:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>n/a</li> </ul>
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**Agenda Item 4: Executive Board & Senator Reports:**

<b>DISCUSSION</b>	<p><b>President- Trina Larson</b></p> <ul style="list-style-type: none"> <li>• Call for members to build a “Classified Equity Task Force” – email sent             <ul style="list-style-type: none"> <li>○ Cloris and Trina, co-chairs</li> </ul> </li> <li>• Just got back from Classified Leadership Academy (CLA) – met with leads around state, lots of opportunities for collaboration</li> </ul> <p><b>Vice President- Yolanda Catano</b></p> <ul style="list-style-type: none"> <li>• DACA update coming next week</li> </ul> <p><b>Administrator- Alan Goodman</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>Treasurer- Charlie Lieu</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>Member at Large- Angie Avila</b></p> <ul style="list-style-type: none"> <li>• No Report</li> </ul> <p><b>Senator Reports</b></p> <ul style="list-style-type: none"> <li>• Olivia – new updated &amp; edited contact list with all corrections that were submitted, everyone confirm and send it final edits.</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Individual Area Reps - verify your list, create DL for your list</li> <li>• Work with Angela to update Mesa Classified DL</li> <li>• Brainstorm content for first email</li> <li>• Separate column for first/last name</li> </ul>	<ul style="list-style-type: none"> <li>• Everyone</li> <li>• Alan</li> <li>• Everyone</li> <li>• Olivia</li> </ul>	<ul style="list-style-type: none"> <li>• next meeting</li> </ul>

**Agenda Item 5: Unfinished Business:**

<b>DISCUSSION</b>	<p><b>Add an additional goal: Increase Classified Unity</b></p> <ul style="list-style-type: none"> <li>• Goal to promote community among Classified</li> </ul> <p><b>Unfinished Business: Classified Election</b></p> <ul style="list-style-type: none"> <li>• 2 admin seats, 1 instructional seat</li> <li>• Not going to put out a seat for executive offices (communications/IE) – too small of a pool and will be difficult to consistently fill – maybe do optional depending on availability?</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>Trina to send Cathy email to initiate election committee action</li> </ul>	<ul style="list-style-type: none"> <li>Trina</li> </ul>	<ul style="list-style-type: none"> <li>asap</li> </ul>

**Agenda Item 6: New Business:**

DISCUSSION	
	<p><b>Ongoing Classified Events (Lieu)</b></p> <ul style="list-style-type: none"> <li>Opportunities to build better report with other Classified members – most people don’t know us and roles as Senate officers</li> <li>Educate other Classified on relevant issues <ul style="list-style-type: none"> <li>Topic of reassigned time keeps coming up</li> <li>Classified can’t teach even with Master’s degree – why?</li> <li>Talk about issues that affect lives of Classifieds</li> </ul> </li> <li>Potential events: <ul style="list-style-type: none"> <li>Volunteering for holiday events.</li> <li>Tailgate at Homecoming.</li> <li>Pizza party to meet your senate members?</li> <li>Mobile meet &amp; greet?</li> <li>Bring around candy for Halloween</li> <li>Fundraising events – brainstorm options: <ul style="list-style-type: none"> <li>Silent auction</li> <li>Basket raffle <ul style="list-style-type: none"> <li>Artisanal baskets – “made by Classified”</li> <li>October 20<sup>th</sup> deadline for donation commitments</li> <li>Hold raffle first week of December</li> <li>\$1 ticket, 6 for \$5</li> </ul> </li> <li>Baked goods</li> <li>Craft fair</li> <li>Bake sale</li> <li>Make annual if successful</li> <li>Talk to athletics about using/running/partnering with concession stand</li> <li>Dave &amp; Busters social event?</li> </ul> </li> <li>Spring Cleaning Event – like a big garage sale, donate portion of sales to Senate and/or donate items and Senate runs sale <ul style="list-style-type: none"> <li>Maybe bring in BBQ, more like party?</li> <li>Lot 3 – near football fields and has restrooms</li> <li>Revisit in January</li> </ul> </li> </ul> </li> <li>Make a video with photos &amp; video introduction <ul style="list-style-type: none"> <li>Talk about what we’re going to do next</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>○ Use for content as first email</li> </ul> <p><b>Scholarships (Lieu)</b></p> <ul style="list-style-type: none"> <li>• Last year offered two \$500 scholarships</li> <li>• Assemble a 5-person sub-group to decide prompt, design rubric, and make recommendation to larger group for approval <ul style="list-style-type: none"> <li>○ Kathy</li> <li>○ Charlie (chair)</li> <li>○ Olivia</li> <li>○ Eva</li> <li>○ Trina</li> </ul> </li> <li>• Refer to last year’s submissions to craft and refine prompt</li> </ul>
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> <li>• Meet with Olivia to record video clips</li> <li>• Reach out to potential artisans to create artisanal baskets (make sure to get value for</li> <li>• Talk with Athletics about possibilities</li> <li>• Dave &amp; Busters</li> <li>• Pull Scholarship Subgroup Together</li> </ul>	<ul style="list-style-type: none"> <li>• All</li> <li>• All</li> <li>• Eva/Charlie</li> <li>• Charlie</li> <li>• Charlie</li> </ul>	<ul style="list-style-type: none"> <li>• next meeting</li> </ul>

**Agenda Item 7: Announcements/Events:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• Classified Appreciation Week, May 7-11</li> <li>• Classified Awards Luncheon, May 9, 2018, MC-211 A/B</li> <li>• Classi-Con, June 5-7</li> </ul>
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**Agenda Item 8: Roundtable:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"> <li>• <b>Alan</b> – Friday, October 6 – first meeting of “Arts &amp; Culture Club” – lasagna dinner and Drama dept. play “Speak Spanish to Me”</li> <li>• Happy birthday Naayiali &amp; Yolanda!</li> <li>• <b>Johanna</b> –Received lots of donations to The Stand at Homecoming, already gone so keep spreading the word about donations. The Stand currently needs about \$800/month to cover expenses.</li> <li>• <b>Eva</b> – Workshop about “Sandwich Generation” to happen on October 12</li> <li>• <b>Charlie</b> – program review trainings now available via Zoom; to be recorded and posted to watch later</li> </ul>
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**Agenda Item 10: Next Meeting:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• October 12, 2017 – 10-11:30am, I4-402</li></ul>
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**Agenda Item 11: Adjournment:**

<b>DISCUSSION</b>	<ul style="list-style-type: none"><li>• The meeting was adjourned by Larson at 11:30am</li></ul>
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Taken by Alan Goodman, Administrator  
Submitted by Alan Goodman, Administrator  
Approved on: \_\_\_\_\_