DE ANZA COLLEGE
CLASSIFIED SENATE MEETING MINUTES
Thursday, November 18, 2010 3:00pm-4:30pm
Location: Administration Conference Room 109

PRESENT: Lois Jenkins (CS, President), Mi Chang (CS, Secretary), Melissa Ingalls (CS, Treasurer), Veronica Aparicio (Section 2), Margarita Hawthorn (Section 3), Berta Pace (Section 5), Sharon Berg (Section 6), Larry Bloom, (Section 8), Tammy Ehle (Section 11), Lesley McCortney (Section 12), Angelica Strongone (Section 14), Mary Jo Lomax (Section 16), Teri Gerard (Section 18)

ABSENT: Virginia Marquez (CS, President Elect/Section 17), Julie Ceballos (Section 1), Reza Kazempour (Section 4)

GUESTS: Mary Kay Englen, Blanche Monary

1. Approval of Agenda.
   • Today’s agenda was APPROVED – (M/S/C—Ehle/Gerard) – with these amendments.
     i. Remove Item #2 – Updates with Brian Murphy.
     ii. Remove in Item #4 – SSPBT.
     iii. Add in Item #4 – IPBT.

2. Approval of Minutes
   • Minutes from November 4, 2010 was APPROVED – (M/S/C—Lomax/Strongone) – with these amendments.
     i. Remove “Olga Evert” from Item #5, first bullet point.
     ii. Item #3 – Melissa Aguilar is from Student Success.

3. Needs and Confirmations:
   • Mary Jo Lomax is willing to take over Section 15 for Mary Browning.
   • Still need Section 10 and Diversity Advisory Council reps. Please recruit.

4. Committee Reports:
   • IPBT – Mary Kay Englen reported that they are in the processing of revising the Program Review Template that is done every five years to be broad and specific enough to include all areas across campus.
   • College Council – President Jenkins reported that augmentation budgets that was handed out at the previous meeting were approved with the condition that President Murphy provide a detailed report of where exactly the $800K in Innovation Grants will be used for.
   • District Budget – President Jenkins reported that enrollment was down in summer and fall of 2010. They are looking to increase winter 2011 enrollment. She also reported that Kevin McElroy was not comfortable with absorbing the positions back in the budget from the Escrow II/Deferment I lists due to potential mid-year cuts in January.
• Facilities – Larry Bloom reported that the Smoking on Campus marketing is going forward to College Council for their approval. He also reported that they are continually looking at issues with vehicles parking on campus and processes for posting flyers on campus.

5. **CS Budget and Expenditures Policy:**
   • Melissa Ingalls’ draft policy for classified expenditures was **APPROVED** – (M/S/C—Gerard/Aparicio) – with removing “Olga Evert’s” name from item #4.
   • The 2010-2011 Classified Budget was **APPROVED** – (M/S/C—Ehle/Gerard) – with spending $2200 on the classified retreat, $500 on the ice cream social, $200 on the 4CS membership, $25 on printing and remainder of about $700 in the contingent fund.

6. **Community Service:**
   • Out of time.

7. **Escrow II/Deferment I Report:**
   • Blanche Monary, ACE President, reported because of concerns of mid-year cuts in January 2011, District is concerned about reinstating positions from Escrow II/Deferment I. She proposed a possible solution to the District that the positions from Escrow II/Deferment I be removed from the list and then open up all classified vacant positions to be filled.

8. **Burning Issues/Announcements:**
   • Accreditation Survey – Out of time.
   • President Jenkins announced that De Anza College website will have a new look by 11/19/10. Please look at it and look for accuracy in your areas and report any errors to Julie Ceballos.

**ADJOURNMENT:** It was – (M/S/C—Strongone/Lomax) at 4:40 P.M.

Respectfully submitted,

Mi Chang
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