DE ANZA COLLEGE
CLASSIFIED SENATE MEETING MINUTES
Thursday, October 2, 2014
Location: ADM 109

PRESENT: Dennis Shannakian (President), Lorna Maynard (President Elect), Karen Hunter (Treasurer), Thao Nguyen (Section 1), Tracy Chung-Tabangcura (Section 3), Andrew Stoddard (Section 7), Adam Contreras (Section 8), Larry Ching (Section 9), Gail Vandiver (Section 10), Teri Gerard (Section 13), Mary Kay Englen (Professional Development Committee Co-Chair)

GUESTS: Jaymar Hardesty (SRS Chair), Kevin Suarez (VP, DASB), Mallory Newell (IR)

1a. Approval of Agenda: All
   • Amendments if any go here
   • Today’s agenda was– Approved

1b. Approval of Minutes: (All )
   • No minutes to approve this meeting.

2. Introduction of New VP of Finance and College Operations: (Cheu)
   • Susan Cheu came and introduced herself as the new VP of Finance.
   • Came from Gavalin College
   • Encouraged everyone to come by her office with concerns, suggestions, etc.

3. ACCJC Annual Report: (Newell)
   • Mallory presented the Midterm Report. We have to respond to any ACCJC recommendations given during accreditation visits in this report.
   • ACCJC had given us three recommendations:
     o Getting the student learning outcomes up to the proficiency level by last fall; that one has been taken care of.
     o More systematically evaluate our planning processes. The PBTs have fulfilled this recommendation.
     o Mission Statement: they wanted us to be more specific about the students we
serve. This past year a task force evaluated the mission statement and came to the conclusion that we want to stick to our original language. “Civic Capacity” was added.

- Last portion of the report consists of the 63 planning agendas that we assigned ourselves. Hoping to reduce this number substantially, because planning agendas are seen as deficits by the ACCJC.
- Approximately 65% of planning agendas have been completed.

4. **Leadership Retreat Report and Discussion: (All)**
   - Discussions about what we want the Senate accomplish during the year.
   - We didn’t get a lot of Classified participation in the 3SP planning
   - Professional Development committee is thinking about structuring a series of training that focuses on customer service and relates that to student success and 3SP.
   - Mary Kay will talk to the committee about that.
   - Virginia and Karen are going to a 3 day conference in Denver about customer service in higher education.
   - Professional Development committee will come back to the Senate with some recommendations for the Senate and for the focus of the committee.
   - Dennis will resend the Classified Senate guidelines and the other outcomes from the Retreat.
   - We would like to create more awareness among classified professionals of the roles we play in student success, and also of the Senate and its role.
   - Meeting after the retreat was held and produced outcome statements.
   - This item will be revisited at the next Senate meeting.
   - The Governor signed the professional development part of the Student Success Act, which means that any college that gets funding for professional development must provide it for everyone, and not just faculty. The money has not yet been distributed.

Meeting adjourned at 3:32 PM.