

**Classified Senate Meeting Minutes**  
**Thursday, May 21, 2009**  
**Administration Room 109**

**Attendance:** S. Berg, L. Bloom, N. Buchwald, M. Cheney, T. Ehle, A. Guevara, L. Jenkins, P. Jobs, N. Johnstone, K. Kirkpatrick, G. Vandiver, K. Von Ahnen, L. Yumori-Kaku

**Call to Order**

President A. Guevara called the meeting to order at 1:35 p.m.

**1. Approval of Agenda**

It was moved by M. Cheney and seconded by L. Bloom to approve the agenda with the addition of #6 Classified Retreat and # 7 Announcements. Motion to approve the amended agenda was passed.

**2. Approval of the Minutes**

It was moved by M. Cheney and seconded by L. Jenkins to approve the minutes of May 7, 2009. Motion was approved.

**3. Employee of the Month (EOM)**

P. Jobs shared concerns about the EOM Nomination Form that is on the Web site. Suggestions were made to add to the form that all members of ACE, CSEA, Teamsters, Confidential and Operating Engineers were also included and to ask for three (3) examples of how this employee has gone above and beyond their job. The EOM committee is comprised of 5 classified, 1 administrator and 1 faculty. It was suggested to have a regular scheduled date/time for the monthly meetings so there will be more participating committee members. It was also said that the EOM committee could make decisions about the EOM nomination process. Appreciation was given to P. Jobs for doing a great job as the EOM chair for the many years. The next EOM will be on June 2 from 1-3 p.m. in the Main Quad and the theme is tropical.

**4. Chancellor's selection committee**

There will be three (3) classified professionals serving on the committee: one each from Central Services, De Anza and Foothill. A. Guevara was asked by J. Enright for a classified professional from De Anza to serve on the Chancellor's hiring committee. He will be working with B. Monary, interim president of ACE, to bring forward one name. Please check with your sections or if you are interested let him know by May 27. The committee would be meeting soon in order to have the Chancellor begin in January 2010.

**5. Classified Senate Elections**

The Classified Senate Elections will be held on Thursday, June 4 from 1-4 p.m. in the Fireside Room, Campus Center. There will also be an Ice Cream Social at the Elections. A. Guevara asked for any nomination forms by Friday, May 22.

**6. Classified Retreat – May 8, 2009, Hayes Mansion**

A. Guevara said that the evaluations of the Classified Retreat indicated it was a resounding success with the location, food, workshops and having Central Services, De Anza and Foothill Classified professionals together. There was mixed reaction on the keynote speaker. There were 270 participants. Everyone who signed in will receive PGA credit of 7.5 hours. He thanked N. Buchwald for stepping forward to be on the planning committee and L. Yumori-Kaku for getting the variety of drawing prizes.

### **7. Announcements**

- Guevara – If anyone is interested in participating in De Anza's Graduation by walking in a graduation cap and gown then please let him know by next week.
- L. Yumori-Kaku – Happy Classified Professionals Week. She gave out the pen/highlighter, eraser and candy in appreciation. She asked if anyone could take additional Office of College Life handouts for students in their office that it would be appreciated.
- M. Cheney – There is a Memorial Service for Mimi Stewart, a former De Anza student, on Wednesday, May 27 from 2-5 p.m. in Conference Rooms A&B, Campus Center. Mimi started the Disabled Students Unlimited Club, was a De Anza student for 35 years and had 3-4 De Anza certificates/degrees.
- Guevara – There will be a Town Hall Meeting about the state budget and the impact on De Anza today from 3-4:30 p.m. in Conference Rooms A&B, Campus Center.

### **Adjournment**

It was moved by M. Cheney and seconded by G. Vandiver to adjourn the meeting at 2:33 p.m.

Respectfully submitted

La Donna Yumori-Kaku