Classified Senate Meeting
June 1, 2011, 1:00 p.m. – 2:00 p.m.
Teleconference Rooms LC 53 and IS 201

Senators Present: Andrea Hunter; Bob Chamberlain; Alice Dieli; Nicole Cruz; Kathy Joyner; Kathleen Kirkpatrick; Ellen Shaw; Xenia Zarrehparvar

Senators Absent: Dodd Stange; Thelma Kidd

Guests: Devon Kinka

Meeting Summary

Agenda: Approved with addition of BBQ discussion after announcements

Minutes: Minutes from April 6 and May 4, 2011 approved on-line.

Announcement/Check In: Alice requested that when she sends out the requests for volunteers to serve on committees that we remind our co-workers how important it is to participate. She gets the same individuals over and over. We get broader involvement, especially from departments that have the vacancy. They will bring knowledge of the job and job requirements to the committee.

Bob mentioned the Athletic Hall of Fame that to be held this Saturday, June 4. Honoring Harry Pieper, Joe Morello, Peter Arrigoni, Honor Jackson and Al Endriss. Information is in the President’s Weekly Brief.

Nicole looking for volunteers for the Marin County Fair.

Classified Leadership Institute: Staff Development will contribute $500 to help with costs for Andrea to attend on behalf of the Classified Senate. Balance, approximately $400, will be paid by the Senate. Kathleen may also attend, but through her department.

Institutional Effectiveness Report: Kathleen showed senators the PRIE website, noting that a great amount of information and data is available for review and as a resource to committees. They will be consolidating the information so that it is not so large and some of the information will move to the Data Dashboard that will be available through Argos. This site makes it much
easier to locate information that has always been available, but difficult to find. Add the link to the newsletter.

**Election of Senators for Fall:** A request for nominations for the vacant senate seats, (2 CSEA, 1 SEIU, 1 Confidential/Supervisory, 2 At Large) produced the following result:

<table>
<thead>
<tr>
<th>Group</th>
<th>Name</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>CSEA</td>
<td>Andrea Hunter</td>
<td>(nomination confirmed)</td>
</tr>
<tr>
<td>CSEA</td>
<td>Kathleen Kirkpatrick</td>
<td>(nomination confirmed)</td>
</tr>
<tr>
<td>SEIU</td>
<td>Bob Chamberlain</td>
<td>(pending), Paul Fanta (pending)</td>
</tr>
<tr>
<td>CONF/SUPV</td>
<td>Kathy Joyner</td>
<td>(declined); Connie Lehua (declined) Melinda Molloy (pending)</td>
</tr>
<tr>
<td>At Large</td>
<td>Dustin Ruiz</td>
<td>(declined), Dodd Stange (pending)</td>
</tr>
<tr>
<td>At Large</td>
<td>Thelma Kidd</td>
<td>(pending)</td>
</tr>
</tbody>
</table>

No election is necessary for the CSEA seats. There were two nominations for one SEIU seat, Bob Chamberlain and Paul Fanta. Bob is interested and Andrea is contacting Paul to see if he is interested. If both are interested, Bob will have to step down as he has served for at least two years. There were three nominations for senator at large for two seats, Dustin Ruiz, Dodd Stange and Thelma Kidd. Dustin declined and Andrea will contact Thelma and Dodd. There were three nominations for one confidential/supervisory seat, Kathy Joyner, Connie Lehua and Melinda Molloy. Kathy & Connie both declined. Melinda Molloy will be asked if she would like to serve. Andrea will update the senate when she speaks all of the nominees.

**Newsletter/Bulletin:** Kathy has been collecting information and will start working on a draft. Nicole will help with photos from the staff appreciation luncheon and the retiree reception. Will include information about the awards. Consider link to Data Nugget or PRIE page. Add “call for submissions.” Can go to Kathy. Will continue to work on the newsletter. Kathy will work on draft to get out to senators and try to get the newsletter out this month.

**Staff Resource Guide:** Alice would like to connect with CSEA and SEIU to make sure they are on board with the information in the resource guide. Will send a draft to senators for review/comments. Will work with Shook on getting it on-line.

**Classified Budget Update/Fundraising Fall:** Andrea contacted the Foundation and there are 21 individuals on payroll deduction. Amounts to approximately $61/mo or $732/year. Would like to get campaign going to encourage payroll deductions or increasing what they are contributing now. Just a few would help a lot. Encourage participation with heavy e-mail campaign including images with link to form. Identify how the funds are used for senate and appreciation awards, holiday party, retiree gifts etc. Stuff mailboxes and include the form on
the back page of the newsletter so easy to fill out and submit. Will need to consider some sort of fundraiser in the fall. Be thinking of ideas over the summer. Some ideas were candy sale, BBQ, electronic Raffle/Silent Auction, purchase coffee & bagel (delivered to employee). Important to have face-to-face activities and not always electronic. NOTE: President has granted release time to attend the BBQ. Must be in attendance to get a prize. This should be an annual event.

Committee Reports: None

Next Meeting Agenda / Dates: Meet on July 6 at Kentfield and do a potluck and less formal meeting. Welcome new hires and meet senators. Share information about governance committees and staff resources. Tell them what we do. Invite everyone.

Andrea thanked everyone for their participation and support over the past year and the senators thanked Andrea for her able leadership.

Approved