

**Classified Senate of College of San Mateo**

**Classified Senate Minutes (Approved)**

Tuesday, March 13, 2018

College Center Building 10, City View Conference Room (Room 401)

The meeting was called to order at 2:07 p.m.

**ROLL CALL**

Members Present: President Fauzi Hamadeh; Vice President David McLain; Treasurer Arianna Avendano; Events Committee Chair Kathy McEachron; Senators Nick Dellaporta, Alicia Frangos, Cindy James, Margaret McGugan, Carol Ullrich, and Mary Vogt.

**APPROVAL OF THE AGENDA**

Motion to approve the agenda as presented by Senator Frangos; seconded by Senator Vogt. Hearing no objections, the motion carried.

**APPROVAL OF THE MINUTES OF PRIOR MEETING(S)**

Motion to approve the minutes of the Tuesday, February 27, 2018, meeting by Senator Ullrich; seconded by Senator James. Hearing no objections, the motion carried.

**ANNOUNCEMENTS AND HEARING OF THE PUBLIC**

None.

**REPORTS**

President Hamadeh reminded members of the Senate that the CSM Leadership Retreat would take place at the Cañada Vista Club House this Friday, March 16. This will be an opportunity for the Academic Senate, Classified Senate, Student Senate, and College management to come together to discuss moving the College forward over the next several years.

**CAMPUS CLIMATE SURVEY REVIEW AND DISCUSSION**

Members of the Classified Senate were joined by CSM President Michael Claire to discuss the results of the annual campus climate survey and the overall concerns of classified employees. President Claire noted that the responses to the climate survey were overwhelmingly positive, but that concerns about campus safety and adequate staffing were significant. Concerns about the effectiveness of campus communication were also noted. Members of the Classified Senate and President Claire brainstormed ways in which the Senate could help support addressing the issues identified in the surveys.

**REVIEW AND DISCUSSION OF MARCH 8 FLEX DAY**

The Senate discussed the March 8 Flex Day activities. The group agreed that the Classified Staff Educational Master Plan (EMP) feedback session was an important step in engaging classified employees in the College's planning process. Several classified employees also expressed thanks for having frontline offices closed so that they could engage in Flex Day activities. The Senate agreed to advocate that offices close for future Flex Days.

**CLASSIFIED SENATE GOALS FOR 2017-18**

The Senate adopted the following goals for the 2017-18 academic year:

1. Improve classified employee participation in the College's participatory governance process.
2. Enhance communication so that classified employees are aware of issues that are important or will affect them.
3. Evaluate and revamp the Classified Professional Development Program.

The Senate will develop action steps for each goal at a future meeting.

**Agenda Items for Future Classified Senate Meetings**

- Update on District Sustainability Plan

**Final Announcements & Hearing of the Public**

None.

**Adjournment**

Motion to adjourn at 3:15 p.m. by Senator Vogt; seconded by Senator Frangos. Hearing no objections, the motion carried.

Submitted by,

Fauzi Hamadeh  
President, Classified Senate  
College of San Mateo