



<http://www.deanza.edu/gov/classifiedsenate/>

De Anza College Classified Senate Meeting Minutes

February 26, 2019 (2:00-3:30 p.m.) **ADMIN 106**

Mission

It is the function of the Classified Senate to participate in the governance of De Anza College, to provide a centralized means of communication among classified staff and with the rest of the college community, carry out the purpose to actively promote professionalism with the Classified Senate, and to enhance staff development.

| <p>Attendees (Quorum 8): L. Maynard, D. Byars, V. Kahler, H. King, A. Harrell, R. Levin Visitors: M.K. Englen, M.Booye, D. Lee Tu Scribe: C. Guzman</p> | | | |
|--|---|---------|-------------------|
| Item # | AGENDA TOPIC | PURPOSE | DISCUSSION LEADER |
| 1 | Approval of Agenda/notes <ul style="list-style-type: none"> - February 12th meeting notes will need to be reviewed at the next meeting. | I/D/A | Maynard/All |
| 2 | Committee Reports <ul style="list-style-type: none"> - M.Booye- Student Service Planning & Budget (SSPBT) meeting has not met for updates. <ul style="list-style-type: none"> ▪ SSPBT is focused on enrollment, retention, student success, and are preparing for Program Review 2018. ▪ A seat needs to be filled by a classified professional. If interested, contact M. Booye. - Academic Senate continues to work on Student Learning Outcomes (SLO). - M.K. Englen reported the 2019 Convocation was focused on Critical Thinking Guides All on the Pathways. <ul style="list-style-type: none"> o Faculty, staff, administrators and the Board of Trustees supported the event through group participation. More details are to come. - R. Levin reported her position on the Equity Action Council will need to be filled by July 2019. <ul style="list-style-type: none"> o R.Levin will work closely with D. Byars to establish an Equity Task Force in the Counseling and Student Success Division – faculty and staff are interested in participating. Visit the Equity Action Council page to learn more. | I | Maynard/All |
| 3 | Budget Clarification/Action <ul style="list-style-type: none"> - The Classified Senate budget will be reviewed and approved at the next meeting. - Student fund policies, procedures and award processes need to be reviewed and approved. D. Byars has asked for help in revising the application process. | I/D/A | Maynard/All |
| 4 | Items for review <ul style="list-style-type: none"> - Wally Anderson’s Increasing Leadership Effectiveness. | I | Maynard/All |
| 5 | Adjourn | | |

Agenda Codes: I=Info, D=Discussion, N/A=No Action Required, A=Action Required C/F= Comments /Feedback

Next Classified Senate meeting: March 12, 2019 in Admin 106 at 2:00 p.m.