MIRAMAR COLLEGE
CLASSIFIED SENATE MEETING MINUTES

Thursday, March 26, 2015
1:00 p.m. - 2:00 p.m.
Room U4-100 (new Employee Lounge, adjacent to the Facilities office)

Members Present at the Meeting: Lily Cava, Terrie Hubbard, Stacy Rodgers, Lorna Phillips, Lynne Campbell, Reylyn Cabrera

A. **Approval of the Agenda**
The agenda was approved (MSC: L. Campbell/L. Phillips)

B. **Approval of Previous Minutes**
January 12, 2015 – Approved (MSC: L. Campbell/R. Cabrera)
March 5, 2015 – Approved with one correction (MSC: L. Campbell/ R. Cabrera)

C. **Additional items**

D. **Old Business:**

1. Accreditation
No Update

2. Classified Committee Assignments
No Update

3. Staff Parking Locations/Spaces and changes in parking
Concern regarding the lack of staff parking continues to be voiced by numerous Classified Staff members. The lack of staff parking in Lot 1 and Lot 2 is a problem. It has been requested on numerous occasions if rows 2-4 in Lot 1 could be **changed back** to staff parking, as it was prior to the construction laydown. Staff have stated that because their work shifts start later in the day (9:00 a.m.), they arrive to work and cannot find parking. Also, when people leave campus for lunch, they return and cannot find parking. Staff members in the Facilities/Operations Division have stated that they will paint the Staff Markers on the asphalt if the paint is supplied. This is an issue that needs to be addressed as soon as possible.

4. Subcommittee for the new parking structure (Sean Young)
No report

5. Tutoring Services Structure
The Academic Senate forum held on March 24th. Discussions included the following topics:
a. Our diverse student groups
b. The diverse learning needs of our students.
c. Our current campus academic support
d. Are we meeting our student learning needs?
e. Ideas about an ideal vision for academic support at Miramar College.

Input compiled at the Forum together with that from the electronic Academic Support Survey will be used to generate a report and to draft of a vision statement for constituency approval, before final adoption. The information will also be used to inform our collective commitment and the next step of this initiative, to take place this spring semester, to guide the development of our Academic Support Plan & its implementation. (Reminder: the deadline for responding to the survey is tomorrow 3/28/15).

6. Classified Week Luncheon & Activities (Campus Celebration: Week of May 18-22, 2015)
Discussion regarding activities for Classified Week continued. The schedule is listed below. A flyer will be sent out to Classified Staff in April.
a. Classified Employee Service Awards Ceremony Program (May 5, 2015)
b. Classified "Power Brunch" Potluck – Tuesday, May 19, 2015
c. Movie with your Lunch Event – Wednesday, May 20, 2015
d. Classified Luncheon & Classified Spirit Day – Thursday, May 21, 2015
e. Classified T-shirt: Orders for Classified T-shirts will be taken during the month of April. The shirts will be delivered in time for Classified Week.

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7. Update: Requests for Classified Senate Office / Needs (Tabled)
    a. Budget Request for Supply/Copying ($250)
    b. Computer for Office
    c. Phone for Office
8. Classified Retreat (Date / Topics / Funding)
   Tabled
9. Classified Senator Areas & Assignments
   No Update

E. New Business:

1. CGC Recommendations – All three items were approved (MSC: L. Campbell/S. Rodgers)
    a. Curriculum Committee
    b. Staff Development Committee
    c. Website Subcommittee

F. Reports:

1. Treasurer Report (Cava)
2. Budget & Resource Development (Allen or Volin)
3. Safety/Facilities
4. Marketing Committee
5. Planning & Institutional Effectiveness (Allen)
6. Event Committee (Soriano)
7. Diversity Committee (Hubbard)
8. Review of Services
9. Other

G. Announcements:

H. Adjournment

The meeting was adjourned at 2:00 p.m.