



AGENDA - December 2, 2011
2:30 p.m. - Room 2450

- 1) Welcome/Call to Order Todd
- 2) Introduction of New Attendees & New Staff Todd
- 3) Approval of Today's Agenda / Review of Minutes. if available Todd
- 4) District Master Facilities Plan Presentation Doug Horner & Steinberg Architects
pur pt presntn on Facil.
- 5) Treasury Report Sharon D.
 - a. Report of Fund Balance
 - b. Approve this year's Proposed budget, attached
- 6) Committee and Officers' Reports All
 - a. Committee Reports (if any Verbal Reports) - Also see written reports All
 - b. President's Report Todd
 - i. Seek volunteers for Spring Term President
 - ii. OR each member of Governing Council attend some meetings
 - iii. Five meetings per month to attend, could split them up among people:
(Gov. Council, Regular Senate meeting, 1 Board meeting (not 'Study' Board meeting), Chancellor's Council, College Council)
 - c. Sunshine Report Julie T.
 - d. Fundraising Report Cindy B.
Sharon D.
 - i. Raffle decision by District
 - ii. Foundatin Grant Apps Submitted
 - iii. Small Silent Auction? Each donate something to auction?
 - e. Activities Report/Planning Renee
 - i. Flex Day - Begin Planning - Ask for Volunteers
 - ii. Theme from survey last spring: Morale/ Motivation during stressful times

- 7) Old Business
 - a. Report on "Job Shadowing Pilot Program with Sister College & District"
 - Todd

- 8) New Business
 - i. Support for 4CS - do we want to send a token support amount? Sharon G.

- 9) Other/Good of the Order
 - a. _____ *HW*
 - b. Reminder: Fillable pdf forms can be created For YOU by Jeff Sperry -
 - If you only do Fillable Forms a few times a year: "Just ask Jeff, Ext. 1655" *OK*

- 10) Adjournment

*next Sept
BZS
OK*

*The Classified Senate of Las Positas College
is a participant in the College Governance System
and welcomes all Classified Professionals,
as well as all Campus & District colleagues, to meetings.*

2011-12 Senators and Officers to Serve You!			
Position	Name	Ext. #	Buildings
President	Todd Steffan	1571	
VP of Communications	Sharon Gach	1001	
VP of Fundraising	Cindy Balero	1548	
VP of Activities	Renee Pegues	1641	
Treasurer	Sharon Davidson	1632	
Senator Group I	Cindy Ahre	(email)	100, 100B, 300, 400, 600, 4000
Senator Group II	Frankie Alexander	1690	800, 1700, 1800, 1900
Senator Group III	Julie Thornburg	1421	700, 900, 1300, 1300A, 1300B
Senator Group IV	Jeff Sperry	1655	2000, 2100, 2300, 2400, 2500

Las Positas College

Sign-in Sheet

Classified Senate

2-Dec-11

Meeting Subject

Chabot Las Positas Community College Facilities Master Plan

Name	Department	Contact Information
Douglas Horner, AIA	Project Manager. CLPCCD Chabot College	Dhorner@chabotcollege.edu
Ernie Yamane, AIA	Steinberg Architects	eyamane@steinberg.us.com
Mani Farhadi	Steinberg Architects	mfarhadi@steinberg.us.com
Sharon Davidson	Admin Services	
Jeff Saxon	TLC	
Kendall Aho	English	
William	Technology	
JULIE THORNBERG	VPSS	
Renee PEGUES	ADMIN SERVICES	
Chyi Chang	"	
Dariusz Piotrowski	A&P	
P.J. JOHNSON	P.E. & Athletics	
FO M. DODGE	MS&P	
William Eddy	PE Athletics	

~~KW~~
~~- Dec 5 + 7 Hold - Students~~ 4- for by
! / turn MTS

~~Q 7.~~

<u>attend.</u>	<u>offices</u>	<u>Q?</u>
<u>Mbrs</u>	1 CA	(4)
1 Chyi	2 Julie T	
2 Heidi	3 SD	
3 Jon D.	4 SG	
4 Bill E.	5 Jeff	
5 P J		

D. Horner - Presentn~~g~~ Facil Site

- 6 yrs since Facil M. Plan
- Is cur. plan still valid?
- 4 arch's int'd 4 yrs ago - Steenburg chosen unan. - for both ch. + LPC

M. Fakhadi → list of projects LPC + CC.

Ernie Yamani

- 5 yr Cap. Plan req'd from State
- shld match mission of this call.
- M. Plan is general plan - not specific

- all input now & ~~to~~ also 1-30-10 to Facil Cte.

Comments to

Sg

✓

- wk envir. fac + stf.
- noise levels
- traffic levels
- lobby of SSA hard surfaces + noise
- how keep st's on campus.
- "Blvd Project" inside mid of campus
- Comm. use + visit to campus

HA - Lib - socializing, re. than use lib
* Tutoring Ctr. - create social/inside
w/ in it incorrects. - heavy this alot

how - 801 Comp. Ctr

Janice
stf Inge - folding wall in SSA - still hear noise
- sg - fix on cur. stf Inge - water, toilet

need 2 mtg rms like 4129
but bigger to seat 30-35 min.

CA - Adj' fac. offices needed
(2 hrs betw. classes) where to go?

mani - wind prevention ie, walls
sg. - trees don't do it!
CA - used to be doors betw 100 + 400 / + 600 etc.

BM SVC. ~~freight elevators~~ a must

Doug H - Entry ways - 2

swy signs - Exit 51
both ways. - Renee. Need to pay

- + sign on the tall wall of mCA
for pite or Day
(lit)

- we own pc of land at the end of
N. Cypres Rd (by "Casino")

CA - talk to our scheduler also.
+ Ed M. plan - says we need a
few more lect. halls,

- ~~flag~~

will be in line for fundg apps/bonds
~~1/4/00~~

- 1 Local bond issue - NOV. 12 ballot
- 2 State chanc Facil OFFEE - (no bond request for 4 yrs. 2-12 + cancelled)
- 3 Fed funds - proud to try to get 22 \$ to states

→ need 55-70 of votes to get it passed. → need 55-70 of votes to get it passed. → need 55-70 of votes to get it passed.

Classified Senate Proposed Budget for 2011-2012

11/29/11 s.d.

Ending Balance in the social account as of 9/22/11: \$4,147.87

10/12/11 Book Sales + \$278.00

10/20/11 Raffle + \$383.00

Final Balance as of 10/27/11 \$4,808.87*

* * *

2011-12 Proposed Budget Plan:

- Keep **\$1000** in reserves**
- Outstanding Classified Award Expense: \$200 award + \$50 plaque = **\$250**.
- Provide 2 student scholarships at \$250 each for a total of **\$500**.
- Provide a stipend not to exceed **\$750** for the Classified Senate Pres. attending Board meetings.
- Provide **\$1000** toward attendance to the Annual 4CS meeting in Southern CA.
- Provide **\$1000** toward flex day.
- Put **\$100** toward the Sunshine Fund.

* * *

Proposed budget (expense) **\$3,600**

plus Reserves ** \$1000

Total Proposed Expenses \$4,600

* * *

*Bill Eddy
Sharon Davidson*

* Final Balance 10/27/11 **\$4,808.87**

Less Planned Expenses 2011-12 **-4,600.00**

Remainder/Extra Cushion **\$ 208.87**

Discussion: _____

Approved? _____

(4)

Las Positas College ASB/Co-Curricular Advance Check Reconciliation Spreadsheet

Check issued to: Sunshine Fund - CR		Date Issued: 3/30/2010		TOTAL
Check Number: 7897	Advance Amount: \$ 150.00	96.83 2009-10 CARRYOVER		
Receipt / Vendor Name	Receipt Date	Receipt Amount	Description	
Current Cards	1/7/2011	\$ 10.97	26 Varietal Cards, On-Line, No Shipping	85.86
Winco	1/9/2011	4.35	Croton for Andi S. - Welcome Back	81.51
Raley's	1/11/2011	4.36	Begonia for Connie H. - Welcome Back	77.15
Raley's	2/9/2011	3.27	Plant for Scheanelle G. - Sympathy	73.88
CVS	2/12/2011	4.32	Begonia for Virginia E. - Welcome Back	69.56
Donation - Sharon D.	March		Assorted Cards	
Tracking	5/6/2011		Get Well Card to Ann Jones	
Raley's	5/17/2011	4.36	Cyclamen for Debbie Earney - Thank You	65.2
Donation - Connie R.	May		Retirement Cards	
Tracking	May		Pam L., Amber M., Philip M., Rich B.,	
Tracking	May		Susan H., Barbara S., Nancy W.	
Tracking	June		Retirement Cards - Generic - Dale B.,	
Tracking	June		Sandra C., Jim L., Judy M.	
CVS	6/3/2011	10.48	Martha K - Retirement; Blank Cards	54.72
Donation - Julie T.	6/3/2011		Tissue Paper (School Colors) for Plant Pots	
Tracking	8/3/2011		Bill Eddy - Sympathy Card	
Tracking	8/8/2011		Jennifer Farber - Wedding Card	
	8/8/2011	0.88	SOLD 2 stamps	55.6
Raley's	8/22/2011	\$ 4.32	Bill Eddy - Campanula Plant	51.28
				Submitted 12/2/11

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Less Planned Expenses 2011-12 -4,600.00

Remainder/Extra Cushion \$ 208.87

Discussion: _____

Approved? _____

(4)

>>> Carol Edson 12/1/2011 2:53 PM >>>

Hi Sharon- here is a brief summary.

Scott reported that there will be an upgrade to BlackBoard over winter break. Fixes bugs- not a major upgrade.

Sustainability proposals were voted on at the Sustainability committee meeting, and we voted on them here today. Then they will go forward as recommendations to College Council:

Paperless paystubs on line proposal Would no longer mail them.

Concerns include fact that online payroll data is unavailable half the month.. No one here at the meeting knows why.

Vote in favor was 8 in favor 1 against, no abstentions.

Electronic signature proposal Would become an approved practice for all forms where it is allowable.

Digitize all forms possible and store in electronic form.

Don't yet know exactly what forms can accept electronic signatures in principle.

Vote was 9 in favor, 0 against, 0 abstentions.

Going to send this proposal back to Sustainability since we made minor wording changes to it.

Software purchasing process- John G, Angela A and Steve G are working on a process.= will present at January Technology committee meeting.

College website Laura Weaver will come in January to present a status update on this issue.

Cheers, Carol

Carol Edson
Geology Lab Technician