

**Staff Senate Meeting
December 20, 2011
Senate Chambers
Minutes**

1. **Call to Order** – The meeting was called to order by Chair Salas at 11:05.
2. **Roll Call**
Present: Maxine Salas, Lou Ann Romero, Lisa Duran, Mario Romero, Thomasinia Ortiz-Gallegos, Darlene Tapia, Doris Gallegos and Alexis Duran.
Absent: Rick Griego, Margaret Gonzales, David Whorton and Dawn Martinez
Others Present: Donna Castro
3. **Approval of Agenda** – Agenda was approved as distributed.
4. **Approval of Minutes for November 29 2010** – Thomasinia motioned to add the word study to the 2011 staff satisfaction survey. It will now read 2011 study and staff satisfaction survey. Motioned was seconded and carried.
5. **Communication from the Chair** – The Staff Senate will cover costs for an interpreter for Andrew Kirst, member of the deaf community, so he can serve on the website committee. Alexis will follow up on this.
6. **Old Business:**
Proposed changes to the Constitution and By-Laws – Donna said she will send changes Administration has made to the staff over the holiday break.
Suggestion Boxes – David Whorton was not present to give an update.
Staff Newsletter Committee Report – Darlene reported that the newsletter committee will consist of Prescilla Ortega-Mathis, Carolina Martinez, Irene Romero, and Doris Gallegos.
Staff Morale and Motivation Committee Report - Thomasinia did not have any new information to report. She will establish a committee in January, 2011.
Staff Webpage Committee – Thomasinia had no new updates to report on.

New Business:
Staff Classification and Compensation Review Committee – Darlene asked for Chair Salas to put together a document explaining in more detail the nature of what a committee who will study and review our current classification and compensation policies and procedures will actually be responsible for doing. A lengthy discussion on this was held and determined that the Senate should follow through with the general staffs request per the survey results, to establish a committee to begin working on this issue. Darlene T. motioned to create a committee for the staff classification and compensation review as an advisory committee, but with no function as a bargaining unit or a grievance committee, who will bring to the staff senate their actions prior to processing. Motioned seconded and carried. Thomasinia nominated Doris G. to serve as chair. Doris accepted and will establish a committee to begin working on this.
7. **Persons Wishing to Address the Senate** – No one addressed the Senate.
8. **Next Meeting** – January 24, 2011 Location to be determined
9. **Adjourned** – Lisa motioned to adjourn and was seconded. Meeting ended at 12:05

Respectfully Submitted By:
Lou Ann Romero, Secretary

