

Staff Senate Meeting
April 24, 2012
Felix Martinez Conference Room
Minutes

1. **Call to order** - Meeting was called to order at 10:45
2. **Roll Call**
Present: Margaret Gonzales, Darlene Tapia, Rick Griego, Lou Ann Romero and Doris Gallegos.
Absent: Alexis Duran and Thomasinia Ortiz-Gallegos
Others Present: Donna Castro & staff (refer to sign in sheet).
3. **Approval of Minutes for March 26, 2012 Meeting** – Darlene moved to approve the minutes with no changes and was seconded. Motion carried. The April 12th minutes will be approved at the next regular meeting.
4. **Approval of Agenda for April 24, 2012 Meeting** – Darlene moved to approve with a change to 5.B.a. Nominations. She asked to make an action item. The motion was seconded. Motion carried. 5.B.a. will become an action item.
5. **Old Business:**
 - A. **Classification/Compensation Study (update)** - Donna will send an email to all employees explaining what the Hay Group will be doing, along with their job description and the form they need to agree or disagree with their job duties.
 - B. **Elections**
 - a. Nominations (Action Item) – Chair Gonzales said to extend the nomination deadline to Thursday 5/26. Doris motioned to extend the deadline to Thursday at 3:00. The motion was seconded and carried.
 - b. Absentee Voting (Action Item) – Discussion was held on how to handle absentee votes. Darlene motioned to leave as is. Motion was seconded and carried.
 - C. **Staff Satisfaction Survey** – No news to report.
 - D. **Committee Reports:**
 - a. **Newsletter** - Darlene reported that the newsletter went out already and the next one will be sent in June.
 - b. **Suggestion Boxes** – Rick reported that the responses left in the suggestion boxes were regarding the moral on campus. These were discussed amongst the group and then given to Donna.
 - c. **Webpage** – No news to report.
 - E. **Persons Wishing to Address the Senate** – Darlene brought up the idea of us revisiting a four day work week. Margaret said she did mention it to the President, but hadn't heard anything from him about it yet.
 - F. **Next Regular Meeting** – Tuesday, May 29, 2012. Location TBA.
 - G. **Adjournment** – Lou Ann motioned to adjourn and was seconded. Meeting ended at 11:55.