



## **Classified Staff Development Committee**

**Agenda Items  
April 26, 2016  
11:00am-12:00pm  
SSC 110**

1. Call to Order
2. Reports
  - a. Treasurer's Report
3. New Business (action items)
  - a. Conference Attendance funding requests
  - b. Classified Employee Week activities
  - c. Date of Classified Enrichment Day – July 29
4. Adjournment

**Next meeting:**

May 24, 2016

## Minutes for April 26, 2016

### **Treasurer's Report** – Veronica Enriquez

- \$356 in Foundation
- \$300 in Business Office

#### **\$1000 for AFT 1521A**

- Velma Butler is checking on this
- President Endrijonas confirmed the money will rollover to the next fiscal year's budget

### **Conference Attendance Funding Requests**

- Hahn Tran, IT Manager, requested \$125 for CISO training on May 20
  - Committee has decided **not to approve** this request, as it is already being funded by the college, which includes registration, lodging, and travel in the amount of \$2,050

### **Classified Employee Week Activities**

#### **- Monday, May 16**

- **Meet & Greet New Employees / Coffee Break Lunch**
  - To take place in Fireside room from 11:30-12:30
  - A. Stein met with the President, who committed \$250 for event
  - C. Maddren and B. Everitt to help with event
    - C. Duenas will draft list of areas where volunteers are needed
  - Must RSVP to C. Maddren by May 9 for lunch

#### **- Tuesday, May 17**

- **Campus Tour of New Buildings: Student Union, MAC and CSC**
  - Event time: 11:30-12:30
  - A. Stein to organize the tours
  - Each tour 15-20 minutes
  - No volunteers needed, RSVP not required

**- Wednesday, May 18**

**• EAP Workshop – Managing Personal Finances**

- V. Enriquez: Tom Aduwo has contacted EAP
- Fireside or Skybox are possibilities for location
- Event time: 11:30-12:30
- RSVP to V. Enriquez by May 16
  - List then turned over to David/Arlene
- V. Enriquez will ask Tom Aduwo for a copy of survey to keep for our records

**- Thursday, May 19**

**• BBQ Fundraiser**

- Will take place in front of grass in the Student Services Plaza
  - J. Grude to turn in Master Calendar paperwork
- Event time: 11:00-1:00
- Hamburgers, hotdogs, chips, nachos and drinks will be served (roasted corn too?)
- Pre-sale tickets are a possibility
- J. Grude to coordinate with Hector Salazar about supplies/logistics
  - B. Everitt to help with tables and chairs
  - C. Duenas will collect payment
  - J. Grude/D. Valentino will help setup, prep food, and cleanup

**- Friday, May 20**

**• Rock Climbing Wall or Cooking Class in CSC**

- Committee decided against the cooking class, as it would cost \$200
- V. Enriquez will continue to look into the use of the rock climbing wall
- Drum circle (Roberto Gutierrez) also a possibility for Friday if we are not able to do the climbing wall

**Classified Enrichment Day – July 29**

- 11:00-3:45 in Monarch Hall
- Pizza is a possibility to be served