

Classified Senate - Sector Reports

Meeting Date: September 5, 2014

Name	Sector	
Ari Poppers	A: Communication Studies, Theater Arts, Art, Music, Consumer/Family Studies, Culinary	
	Report Highlights	
1	No report submitted.	
Lisa Perkins	B: Disability Resources	
	Report Highlights	
1	No report submitted.	
Lindsay McFarland	C: Admissions & Records	
	Report Highlights	
1	No report submitted.	
Nicole O'Brian	D: Accounting, Administrative Services, Educational Programs, Mail, Scheduling, AIII Deans, Purchasing	
	Report Highlights	
1	No report submitted.	
Melinda Giambruno	E: Financial Aid, Scholarship, Veterans Affairs, Matriculation, Assessment	
	Report Highlights	
1	Financial Aid has adjusted service hours to focus on back office processing to meet the high-volume of assessing aid eligibility this time of year. The office is closed to our public on Tuesday and Wednesday until 1:00 p.m. and all day on Thursday. We will return to normal hours when see incoming applications subside. We have sent portal messages to all students who have files currently routing for Loan and Verified processing.	
2	The Veterans Affairs office has been busy processing certifications of enrolled veteran students for their fall 2014 GI benefits. The number of new veterans enrolling each semester continues to increase at a steady pace. Some contact the SRJC Vets office while currently on active duty, in anticipation of their upcoming separation date from the military. Also, the Marine Corp League donated a 12' x 18' American flag that will be raised during a ceremony on September 17th.	
(Vacant)	F: Graphic Services, Public Relations, Foundation, Adaptive PE, College Skills	
	Report Highlights	

Amy Ethington	G: Student Employment, Transfer Center, Work Experience, Counseling, CalWorks, Articulation, EOPS, Mesa, College to Careers, School Relations, Student Affairs, Student Services	
	Report Highlights	
1	Student Affairs - To date, we have 4,553 CubCard+ members for Fall 2014. These funds support over 30 academic and program departments on campus as well as providing music, activities, and campus life for both here and our Petaluma campus.	
2	Counseling - We've served over 1900 students in Counseling since August 18th	
3	CalWORKs has served 200 students for fall so far and have at least 25 more in the referral process.	
4	CalWORKs Study has 28 students in off-campus jobs, with 20 of them placed in their career fields. These employers are reimbursed 25% of the student's wages up to 25 hours per week. We also have 29 students in on-campus departments, with 17 placed in career-related employment. On-campus departments are paid 50% of the student's wages up to 25 hours per week.	
5	If you are looking for either a student worker or STNC for your program, please let us know. We have many qualified students who are still looking for employment. We have more bilingual students looking for work than we have had before.	
6	Housing continues to be an obstacle to persistence for our students. Even after being in transitional housing, a student may not be able to find any housing when that program benefit runs out. Transportation is also a barrier to being able to balance work, school and family life.	
7	Career Services - Career Fair is happening October, 1st in Petaluma 10 a.m. to 1 p.m.	
8	Schools Relations and Outreach has really stepped up fall outreach efforts. During the last two weeks of August, we visited 8 high schools, reaching 215 potential high school concurrent enrollment students and 359 of their parents at high school orientation and Back-to-School Nights. This is outreach that we've not done in recent years, so definitely reflects an increase in terms of new initiatives/efforts.	
9	More new outreach is planned for September with additional Back-to-School Night invitations and our standard College Night presentations.	
10	Schools Relations and Outreach is again co-sponsoring the annual Boys Night and Girls Day events on September 19 & 20.	
11	Student Engagement Programs: BearFacts online newsletter – sent weekly to over 26,000 students First Oaks Welcome Back Events – students and employees served – 600 in Santa Rosa and 300 in Petaluma Attend Student Information Day on 9/10 from 10 - 2 in Bertolini Quad	
David Brookfield	H: Information Technology, Staff Development, Academic Senate, Bussman Service Center, AAIII STEM, Jesse Peter Museum	
	Report Highlights	
1	No report submitted.	
Fran Byrn	I: Child Development, Children's Center	
	Report Highlights	
1	The Child Care Teacher position has been approved for recruitment.	
2	Interviews for the AAIII position will be held on 9/23.	

Linda Jay	J: Human Resources, Payroll, Auto Shop, Industrial Trade Tech	
	Report Highlights	
1	NeoGOV is up and running. As of August 25, we had 230 applications created and over 100 users. We are phasing out the old recruitments that were open prior. Once those are closed, we will be paperless (in recruiting at least!)	
2	We have begun monthly Classified Orientations in addition to the quarterly orientations done by Professional Development. These orientations begun last summer and give more detailed HR, Benefit and Payroll information upon being hired.	
Cindy Dickinson & Mary Kelly	K: English, Modern & Classical Languages, Emeritus Service Center, Environmental Health and Safety, Health Sciences, Health Services	
	Report Highlights	
1	No report submitted.	
Reina Martinez	L: Earth Space Science, Ag/Natural Resources Lark Service Center, College Farm, Chemistry, Life Sciences, Applied Tech, Engineering/Physics, Mathematics, Planetarium	
	Report Highlights	
1	Greg Davis is now 100% to support Physics labs – all labs require staffing to ensure safety	
2	Chemistry has created posters to promote their Chemistry Major on campus – the Public Relations group was really helpful in that venture and I learned that Jesse Hilsenrad in Graphics can also help mock up marketing materials.	
Debra Riedmuller	M: BCL, Business Administration, Computer Studies, Healthcare Workforce, Kinesiology/Athletics/Dance, Foster Kinship Care, Dean BAD, ESL	
	Report Highlights	
1	No report submitted.	
Scott Reese	N: Facilities Operations, Warehouse	
	Report Highlights	
1	No report submitted.	
Jackie De Lap	O: District Police	
	Report Highlights	
1	No report submitted.	
Denise Blabon	P: Petaluma Campus	
	Report Highlights	
1	No report submitted.	

Anna Felciano	Q: Bookstore, Community Education, Tutorial	
	Report Highlights	
1	No report submitted.	
Nina Wooderson (On Leave) (Whitney on behalf of Nina)	R: Library, Media Services, Instructional Computing, Distance Education, Dean AAIII, Arts, Comm, Behavioral/Social Science	
	Report Highlights	
1	Doyle Library hired a new LTIII, Lena Ryberg. She previously worked as both a student work and STNC.	
2	Doyle Library hired a new LTI STNC, Luis Santos to cover in Reserves while Nina is on leave	
3	Doyle Library experienced the first fire alarm since the building opened. The staff and student evacuated the building in a calm, effective manner and Doyle staff also was able to use their stair chair training to help a young man in a wheel chair down the stairs. (The alarm was due to a system error, there was no fire and no injured occurred.) Both libraries are currently working on more safety training, policy and procedures.	
4	Media Services has upgraded the computers in their Media Carrels. New computers were installed this summer with 27" monitors. The full Adobe Creative Suite is loaded on all of these computers, allowing students to edit their Media projects as well as work in Photoshop, InDesign, Illustrator, etc.	
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Vacant	S: Public Safety Training Center-Windsor	
	Report Highlights	
Dennis O'Flaherty	T: Senator/At Large	
	Report Highlights	
1	No report submitted.	
Debbie Weatherly	U: Senator/At Large	
	4CS will have our board meeting next week-end at West Valley College, which we will be starting the layout for the Classified Leadership Conference that we hold in June.	
	AB2558 is on Governor Brown's desk for signature... and if signed, we will have funding for professional development as soon as funding becomes available. So it is kind of a place holder for when there is funding... but still a great sign, of things to come for classified.	
	Faculty at the last PDA meeting were very complimentary of Kathy's PDA speech.	