

Classified Senate - Sector Reports

Meeting Date: October 3, 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: Financial Aid continues closures, 8a – 1P Tue/Wed and 8-5 Thu to move through the processing queue that is typical for us mainly because of late applicants. We are making good progress are at about a six-week turn around for incoming documents for the verification process—this is normal. Federal regulations ask us to ensure that students receiving federal aid have a program of study and major chosen before we issue aid—this is especially crucial when we process (and report for) Stafford Loans, as loans will be issued for only one chosen program as of this fiscal year. It has been interesting working with students and counseling to educate and get them on the same page so that we fulfill this federal requirement.	
2	Scholarships: Scholarship Programs Update: Over 30 new scholarships for students are currently open and being advertised on our online bulletin board.	

3	Veterans Affairs: On Sept 17th there was an official flag raising by the Marine Corp League and SRJC Veterans Affairs Office of a 12' x 18' American Flag, donated to SRJC by the American Marine Corp league members. SRJC Veterans Affairs Office was represented by Craig Rowland on September 22nd at a job fair sponsored by Sonoma County Job Link and California Employment Development Department. Steve Collette and Corey Mason will be attending a Veterans Affairs Regional meeting at American River College in Sacramento on October 3rd along with Education Compliance Specialists, school counselors, bursar's officers, a Vocational Rehabilitation Counselor and many Certifying Officials across Northern California, in order to share common interests and learn about updates and various topics.	
4	Student Success and Assessment: The Student Success & Assessment department is progressing nicely with the implementation of the new Student Success Act guidelines requiring mandatory counseling, orientation, and assessment for all new students. The Assessment department is a vital and essential component to ensuring student success. We have just completed the English Placement test conversion from paper to computer versions. We have been administering the computer based English placement since the beginning of September with great success. We are currently recruiting for one position, Testing Specialist, Bilingual, which has been vacant since early August due to the resignation of Wendy Zambrano. Our GED testing schedule remains at every Friday in Santa Rosa, and every other Friday in Petaluma; although we have added two additional dates to meet demand, Monday, October 20 and Monday, November 24.	
	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	Career Center had a Career Fair October 1st, at the Petaluma Campus, and it was successful. 30 employers, many students (don't have exact numbers), and resume review table.	
2	CalWORKs has served 220 students so far, with at least 10 more in process. The CalWORKs Program will be implementing a 3 day first referral activities (late October) for new students approved for Spring 2015. This will include an orientation, tour, counseling, ice breakers, time to network with other parents, vision boards, and also doing assessment testing and career advising too.	
3	I did a check in with my sector and asked what types of workshops and training they'd like to see at PDA and the feedback I got was: 1) Case management 2) The purchasing process here at SRJC and using ESCAPE software 3) Excel and Design training	

	Schools Relations and Outreach... current outreach plan for October: Date Time School/Program Event 10/1/2014 9:00-10:00am Windsor Oaks Academy Campus Tour 10/2/2014 6:30-7:30pm Rincon Valley Christian School College Night 10/6/2014 6:30-8:00pm Casa Grande HS College Night 10/7/2014 6:30-8:00pm Rancho Cotate HS College Night 10/15/2014 8:30-10:00am Casa Grande HS/Jumpstart OpenCCC Apply Workshop 10/15/2014 6:00-9:00pm Tomales HS College Night 10/16/2014 9:30-11:30am Napa HS Campus Tour and CTE Visit 10/20/2014 10:40-11:40am Ridgway High School Seniors Presentation 10/20/2014 1:00-2:00pm Healdsburg High School Campus Tour 10/20/2014 7:30-9:00pm Casa Grande HS NCAA Information Night 10/21/2014 6:30-7:30pm San Antonio/Valley Oaks College Night 10/22/2014 11:00am-12:00pm Stony Point Academy Campus Tour 10/23/2014 6:30-8:30pm Ukiah HS College Night 10/29/2014 6:30-7:00pm Petaluma HS College Night 10/29/2014 6:30-7:30pm Analy HS College Night	
4		
Davida 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 Childcare Teacher position is currently open for internal transfer through October 8th;	
2	The AAIII position is in the process of second interviews	
3	The Call Center was closed on Monday and Tuesday, September 29th and 30th due to a water main break (no water, no kids). We need to request an adjustment in our days of operation to the state as part of our contract.	
Linda Jay	J: Human Resources, Payroll, Auto Shop, Industrial Trade Tech	
	Report Highlights	
1	TB notices have been sent out for those due for a test. This is a requirement of employment. If you receive a notice, please be sure to get your test done. There is more availability at the Petaluma campus if you are able to have it done there.	
2	SEIU new contract will be posted to the web site within the next couple of weeks	
3	HR is getting excited about the online NOA reporting program. HR and IT are currently piloting the program. We plan to release the program to all staff after winter break.	

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	No report submitted.	
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.	
Lena Ryberg on behalf of Nina Wooderson (On Leave)	R: Library, Media Services, Instructional Computing, Distance Education, Dean AIII, Arts, Comm, Behavioral/Social Science	
	Report Highlights	

	1 Sami Lange, Librarian: Please consider submitting artwork/poetry for the Petaluma Campus community exhibit: Life & Death: Remembrance of our Loved Ones. Exhibit will run October 13th through November 6th in the Mahoney Library Gallery. All staff, students, and faculty are invited to submit.	
	2 Yarrow Sweningsen, Media Services: Sterling Michael and Sylvan Rain were born early in the morning September 28. Beth and Sylvan are doing great and are resting at home. Sterling has been transferred to Kaiser Oakland NICU for a weeklong procedure due to complications at birth; he and Yarrow will hopefully be home this Saturday or Thursday. Per Yarrow: "Your prayers, good wishes, crazydances or whatever you can extend to Sterling for a full recovery are greatly appreciated."	
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	
	Report Highlights	
	No report submitted.	