**CONTRA COSTA COLLEGE**

**Classified Senate Council Minutes**

**Date:** Monday, October 21, 2019

**Time:** 12:30 p.m. – 1:30 p.m.

**Location:** SAB-107

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| **Item** | **Discussion** | **ACTION ITEMS** |
| 1. **Call to Order** | * Brandy calls meeting to order at 12:31, Jenna seconds |  |
| **2. Action Items**  a. Agenda Approval  b. Guided Pathways Scale of Adoption | * Demetria moves to Approve Agenda, Michael seconds * Demetria moves to approve m minutes from August, Jackie seconds * Review & Approve Guided Pathways Scale of Adoption * Moving forward with year one of plan. Waiting for more pathways. The scale of adoption is moving through constituency groups and is due March 2020. * Jenna moves to approve the scale of adoption, Tejae seconds. | * Agenda is approved for 10/21 * Minutes are approved from August 19, 2019 * Guided Pathways Scale of Adoption approved, none opposed. |
| 1. **Agenda Items** |  |  |
| * 1. Update to policies and procedures   2. Scholarship update   3. 4CLI conference   4. JobLinks update | * Changes to policies and procedures over the last years like parking permits and time cards, but it has not been updated in the handbook. Some items have gone through chain of commands and committees. * College Council asked operations committee to review process to update policies and procedures so we can move on them. Need to identify the ones that have gone through college council and go through minutes. Then will update handbook to reflect changes. Will update in next meeting about how operations will update the policies and procedures. * Members discuss that the recent College Council update was appreciated * Scholarship update: Revisions were made. Revisions were sent to district office. We will hear back soon about to see if the revisions are approved. Once we hear back, we will bring it back to senate for a vote. * All three campuses have a new job position. Development officer and district foundation person as well to oversee all three campuses. Current positions have been eliminated All foundation people have received lay-off notices. District person did not have a lay-off. Current staff need to reapply. Board of Trustees worked together to eliminate positions. Title is now “Director of College Advancement” * This may affect our progress for scholarship for students * 4CLI: Conference in Riverside Convention Center. June 11-June 13. Marriott Host Hotel next to convention center. * Focus for 2020 is shared governance, best practices, professional relationships and networking * District imposes a 4CLI limit to leadership of senate. There will be an application. Common app in the works. Scholarships and professional development funds are also available. * If senate leadership is not available, and if classified who are on committee meetings, would also be eligible/have priority * If department wants to fund classified professional to get professional development, then that should not count as one of our slots from district. * Nominations for scholarship to attend deadline is November 30th * Still waiting to hear about date for November for first JobLinks meeting |  |
| 1. **College Committee Reports** | * PD committee: Applications from 3-4 members for funds. Discussion of classified Nexus for training and onboarding. * Coordinating council: Classified training institute. Will report back * Budget update: need another classified. Reviewing charge and composition. Need to update policies and procedures. Discussing goals. * Operations update: need classified on safety. Reviewing charge and policies and procedures. Great shake out being assembled. * Safety: Emergency response papers being distributed. If you want to see example, go to Jackie’s desk * Planning: voted on a new charge that is going forward to council. Program review is being done. Had improved student attendance. Impressed by student involvement * Sustainability: Guest speaker from Republic/Allied answering questions about recycling and sustainability. | * Brandy will send a link to drop documents of committee information |
| 1. **Open Discussion** | * Erika Green comments: 50 free tickets to homecoming football game * This Friday should be open forum for selection of President, but have not confirmed from DO about when. * They will do a live streaming. * Thanks to constituent members for keeping campus updated on this process |  |
| 1. **Adjournment** | * Brandy adjourned meeting at 1:23pm. Jenna seconds. |  |