**CONTRA COSTA COLLEGE**

**Classified Senate Council Minutes**

**Date: July 20, 2020**

**Time: 12:30pm – 1:30pm**

**Location: Zoom Meeting ID: 972 8392 1806**

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| **Item** | **Discussion** | **ACTION ITEMS** |
| 1. **Call to Order**
 | * 12:36pm
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| **2. Action Items** | * Kate moves to approve agenda, Michael Z seconds
* Typos fixed
* Patty motions to approve, Michael seconds
 | * Agenda approved
* Minutes approved with corrections
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| 1. **Agenda Items**
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| * 1. C-WIDE update
 | * C-WIDE created to respond to AASA
* Looking at positions of full time and hourlies. Looking at workforce and taking a look at ethnicity and gender differences and rate of conversion from hourly to permanent staff.
* Michael S. would like to join C-WIDE
* Question: once hourly has been hired full time, is there follow up. They don’t stay full time, is there any information about this? Not currently
* Looking how to put in a policy or procedure to help hourlies become permanent
* Will be focusing on diversity training next
* Will be focusing on district wide diversity committee hiring too
* Taking a look at if the hourlies do get hired permanent, why don’t they pass the probation period?
* Comment: mission is unclear, maybe add information about celebration of diversity/equity
* Question on why group was formed
* Group was formed to address some of the concerns from AASA
* Response to AASA: C-WIDE is currently addressing 8,15,19. The mission & purpose is unclear.
* Comment: Focusing on these items for now to be effective. What can we do realistically?
* We decided we could try and change the way we hire also with regards to BOX2A during program review
* We also talked about training for customer service and implicit bias
* Comment: Send back for clarification
* Comment: letter/response to AASA, what will be accomplished section sounds more intentional than what was listed in C-WIDE mission.
* The purpose of looking at demographic information is to look at equity for classified staff.
* Suggestion to email the C-WIDE and Response AASA to Classified Senate.
* Agreement to suggestion from several senate members
* Suggestion to take back to C-WIDE to fine tune mission
 | * C-WIDE will review the mission statement during next meeting
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| 1. CCCS Response to AASA
 | * Will send out to larger group for comments/suggestions
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| 1. Caring Campus Committee
 | * Leadership kick-off finished Management was brought together and program was explained
* Who should be representing each group and discussion of requirements
* Looking for two additional classified folks to join us from custodial/buildings and grounds and someone from DSPS
* Doing a campus wide launch sometime during first two weeks of August
* Question: does remote for fall change. The only thing that changes will be that we do it via ZOOM
* Doodle poll will go out tomorrow
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| 1. Vacant Classified Senate Seat
 | * One person was nominated, but person didn’t want to commit two years
* Executive Senate asked Kelly Ramos to sit as senator on committee
* Roll call vote
* Michael S. motions to approve. Michael Z. seconds.
 | * Kelly Ramos voted as Classified Senate Senator
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| 1. **College Committee Reports**
 | * Most Committees meeting in September
* Classified coordinating council drafting resolution fighting for fairness, justice, dignity at district. Will address system racism on campus and district.
* Brandy will share out once completed
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| 1. **Open Discussion**
 | * COVID-19. Entire fall semester will be closed on all campuses
* Question: what will happen to hybrid classes? That part has not been determined
* No BIO-134 no physiology
* Hoping to do some hybrids. Library anticipates being open for counter pick up only.
* Financial Aid: Considering all verification forms on dynamic forms. Currently V-1 and non-filling form. Goal is to phase out paper submissions.
* CARES emergency grant. 332 applications for summer. Dispersed July 16.
* Some money left for additional funding. Not sure if that will roll-over till fall.
* Assessment: There is a guided ESL placement. Not on website yet. ZOOM drop-in help every Wednesday 9AM help with ESL placement, application and registering for classes.
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| 1. **Adjournment**
 | * Adjourns 1:34pm
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