**CONTRA COSTA COLLEGE**

**Classified Senate Council Minutes**

**Date: 4/19/21**

**Time: 12:30-1:30PM**

**Location: https://4cd.zoom.us/j/95597236569**

Attendance: Brandy Gibson, Michael Zephyr, Michael Simpson, Kate Weinstein, Jenna Hornbuckle, Zaira Sanchez, Kelly Ramos

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| **Item** | **Discussion** | **ACTION ITEMS** |
| 1. **Call to Order with Introduction of Guests**
 | * Call to order at 12:30pm
* Announcement about CORA and leadership institute
* Announcement from VP Business Services
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| **2. Action Items** | * Jenna moves to approve the agenda, Kate seconds
* Kate motions to approve the minutes, Michael Z. seconds
 | * Agenda approved
* Minutes approved
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| 1. **Agenda Items**
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| * 1. Budget update
 | * Student centered funding formula: 70% headcount, 10% supplemental, 20% student success (certificate completion, transfer level math & English Y1)
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| 1. Enrollment RFP update
 | * Decision will be made this week on vendor
* How do we build capacity as classified? How do we make the plan last? Increase retention and success, increase 15,000, assist with guided pathways, integrate into CRM
* Question: how will RFP will help GP? Packaging of GP will be focus. All campuses are different places and chancellor knows, but hasn’t met with GP group yet. The vendor won’t be focusing on this specifically at first
* Question: How will they put together groups for marketing pieces? Need to market that the students that we have, not some ideal student. How can we make sure we have a voice to represent the community? There will be community forums and room for input from everyone. Need to speak up and there will be opportunities to do so
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| 1. Committee Assignments
 | * College council: Need 1 spot filled
* Budget: Good
* Planning: Need 1 spot
* Operations: Need 1 spot, Luanna Waters fill
* Student Success: Good
* SLO/AUO: Need 1 spot
* Safety: Good
* Sustainability: not meeting currently
* CTE: Not sure of status for shared governance
* Distance Education: Need 1 spot, Kate Weinstein fill
* Pathways Steering Committee: need to clarify
* Social Justice Committee: need to clarify
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| 1. JobLinks
 | * June 3, 2021 9-12:30
* Reece and Lam confirmed
* IEPI caring campus will come
* Need to: caring campus LMC and DVC convene
* What’s going on prizes/activities?
* Need to plan breakout sessions
* Approve $7,500 budget for promotional item expenses. Additional $9,000 was rolled over.
* Propose to use for promotional items for classified to distribute for JobLinks
* Motion to propose to spend up to $7,500. Michael Z. approves, Kate seconds.
* Remember: whatever don’t spend goes back to district at end of year
 | * Budget approved for spending up to $7,500 on promotional items for JobLinks
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| 1. Elections
 | * Need president, secretary, and 2 senators
* Brandy put application to apply in chat and sent email
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| 1. **College Committee Reports**
 | * Budget: CARE act funds: Same app used from original. Pass along to college council. Roll over budget from departments since don’t have capacity to reallocate
* Operations: Review safety minutes. No quorum. Still talking about return to work. Vaccination messaging to students
* Student success: Guided pathways update. Professional development topic next year: transformative justice and ending school to prison pipeline
* College council: IEPI grant, RFPs need more funding than set aside. Budget requests from distance education. Guided pathways. Planning ISER self-study session. Box 2A have positions approved EMED and Nursing, perhaps more
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| 1. **Adjournment**
 | * Meeting adjourned at 1:17pm
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