**CONTRA COSTA COLLEGE**

**Classified Senate Council Minutes**

**Date: 8/17/2020**

**Time: 12:30 p.m. – 1:30 p.m**

**Location: Zoom meeting ID:** 920 1838 9599

Attendance: Michael S., Brandy, Jenna, Kate, Leticia (late)

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| **Item** | **Discussion** | **ACTION ITEMS** |
| 1. **Call to Order with Introduction of Guests**
 | * Do not have quorum, informal meeting of agenda items.
* Informal meeting begins at 12:35pm
* Quorum achieved later in meeting
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| **2. Action Items** | * Michael motions to approve agenda, Leticia seconds
 |  |
| 1. **Agenda Items**
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| * 1. C-WIDE update
 | * Discussion of classified and hourlies district data
* There is no differential between roles in the data
* Looking at parameters of who does what
* Considering requesting research to understand roles and demographics of classified and hourly staff
* Consider how long hourlies have been employed in positions
* Some Local-1 work on pushing DO to hire hourlies that have been working for a long time. Suggestion to reach out to Local1 to get more information on what work is being done
* Sometimes positions are created, but hourlies don’t get job
* Discussions of Productivity and retention. How can classified work with faculty and administration on productivity?
* Next meeting will be September 2nd , meeting every other week on Wednesdays
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| 1. CCCCS response to AASA
 | * Review response
* Vote to approve
* No objections
* Brandy will send out later this week
 | * Brandy will send out response this week
 |
| 1. Committee Representation
 | * Need additional folks to serve.
* HR procedures provide 2 committees without approval
* Need college council member
* Need budget member
* Need operations member
* Need safety member
* Need SLO/AUO member
* An email will be sent out to try and fill committee
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| 1. Caring Campus
 | * Luanna Waters will send out more info
* Another follow up kick-off will occur
* Discussed behavior commitments, things we can do to support our students
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| 1. **College Committee Reports**
 | * Many groups have not met
* Student Success met and discussed sending waitlist students email, instructors should send out emails to students enrolled, template were sent out to faculty to encourage communication
* Distance Education sent out info for Online Webinar
* Union: request safety needs. If you need to work from home, you should be able to do so. Contact Brian with issues
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| 1. **Open Discussion**
 | * Student Success Workshops visit https://bit.ly/cccworkshops
* Campus Wide tutoring hosting Zoom sessions in first 2weeks. Tutors by appointment to help navigate Insite/Canvas. Tutoring@contracosta.edu
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| 1. **Adjournment**
 | * Meeting adjourns 1:09pm
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