**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 |  |
| **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 |
| 1. **Agenda Items** |  |  |
| * 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 |
| 1. CCCS Response to AASA | * Will send out to larger group for comments/suggestions |  |
| 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 |  |
| 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 |
| 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 |  |
| 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. |  |
| 1. **Adjournment** | * Adjourns 1:34pm |  |