

CLASSIFIED SENATE MINUTES

Monday, November 18, 2019

3:00 p.m. – 4:30 p.m.

Room CC2-236

Members Present: Nicole Almassey – *President*, Robert Delgado – *Vice President*, BethAnn Stone – *Secretary*, Ninnette Alfaro – *Council Member*, Catt Wood – *Council Member*, Justin Nogarr – *Council Member*, Sandra Mills - *Local 1 Representative*, Paul West, Courtney Diputado

Members Excused: Letta Greene – *Treasurer*, T’sendenia Gage – *Council Member*

Item	Agenda	Outcomes
<p>1. 2. 3.</p>	<p>Welcome Announcements Public Comment</p>	<ul style="list-style-type: none"> • Meeting called to order: 3:12 p.m. • Nicole Almassey reviewed our bylaws pertaining to how the Classified Senate conducts our meetings in relation to motions and discussions (Brown Act Rules). According to our bylaws, the Classified Senate Council can determine how we conduct our meetings, in the absence of this decision “Robert’s Rules” can be utilized. Therefore, according to our bylaws we are conducting our meetings and the process of “making a motion” including discussions on a motion(s) correctly. • LMC is on the list for the next Caring Campus Initiative roll-out. • Catt Wood inquired into the discussion at the last meeting regarding the purchase of a Sunrise Gathering ticket for a student to attend. A motion was made to approve the \$14.00 purchase (from the Fund 12 account) of a Sunrise Gathering ticket for a student to attend. Action: M/S: S. Mills/N. Alfaro approved (7-0-0) • No public comment given.
<p>4.</p>	<p>A. Agenda B. Minutes</p>	<p>A. Agenda- Action: M/S: B. Stone/C. Wood approved (6-0-0) B. Minutes 11/04/2019 – Action: M/S: C. Wood/R. Delgado approved with one (1) correction (6-0-0)</p>
<p>5.</p>	<p>Presentation</p>	<p>Cornerstone – Sara Larkin/Nicole Almassey: Sara Larkin was unable to present today due to illness. Nicole Almassey has been provided the Powerpoint and will conduct the presentation on behalf of Sara. Grow @4CD is a new learning platform that was developed as a result of the Vision Resource Center (or Cornerstone) that came down from the State Chancellor’s Office. This resources available in Grow @4CD are aligned with the professional learning resources with the CCCCO through the Vision Resource Center. This new platform will replace the InSite professional learning platform for Flex and other PD activities that we currently use. When the platform becomes live in spring 2020, you will see a Grow@4CD illuminated light bulb tile appear in your InSite application dashboard. This platform can track your professional learning, search professional development online and in-person activities throughout the state, engage in various learning software applications, print your professional learning transcripts, browse professional learning communities, and view monthly calendars of in-person and online trainings/workshops throughout the State. The process for obtaining Manager approval for a professional development activity can also be automated through Grow@4CD. Additionally, activity presenters/facilitators can send their Powerpoint presentations, handouts, and materials to their attendees. They can also set-up their workshop(s) to automatically send reminders to the attendees. The Office of Equity & Inclusion is currently seeking beta-testers for Grow@4CD. If you are interested contact</p>

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		Sara Larkin.
6.	Committee Input and Report-Outs	<p>A. District Reports: Has not met since last meeting.</p> <p>B. Shared Governance Council: RAP was discussed including the 2019-20 College funding priorities. Staffing and equipment needs for the new Brentwood Center, Kinesiology/Athletics and Student Union Center building are the top funding priorities. The Safety Committee was approved to become an organizational group (not a Brown Act Committee). The new CTE courses (Drones, Forklift/Warehouse, Construction) for local skills certificates were approved by SGC. A Mission Statement update was also provided including, some of the results from the Mission Statement Survey. Nicole Almassey noted that only 25 Classified Professionals responded to the survey. As Classified we need to do better in our participation in survey collection, to ensure our voice is heard.</p> <p>C. Strategic Enrollment Management: Currently discussing three (3) pillars, working on a timeline to release project deadlines for each of the pillars. It was requested that Nicole Almassey inquire into the status of Classified representation on the Guided Pathways Advisory Task Force. SEM will be proposing to SGC to become an operational group, and not a Brown Act Committee. A concern voiced from Classified Senate, is doing so may result in a loss of our constituency representation.</p> <p>D. Safety Committee: No meeting.</p> <p>E. Planning Committee: The Committee met briefly to review and approve the PR Year Three Timeline for the theme reports and the Deans' review and reporting. The Committee also completed the Mission Statement Survey during the meeting. The meeting adjourned at 1:30, then the EMP Core Group met from 1:30-3:00 p.m. in SS-412. Diane White (Consultant/Facilitator) provided four (4) external data sets, the group then broke into smaller groups each group was provided with one (1) data set to review, discuss and analyze. Feedback and data implications were gathered during the meeting. As a note, the SOAR Survey will be sent out campus-wide in the upcoming weeks.</p> <p>F. TAG: No meeting.</p> <p>G. IDEA: Meets this week.</p> <p>H. Sustainability: Meets this week, Nicole Almassey will work with Jennifer Fay (Committee Chair) to obtain report-outs for Classified Senate.</p> <p>I. Professional Development Advisory Committee: Met on October 24th and reviewed PD funding requests and an update on Cornerstone.</p> <p>J. EEO Committee: No representative present for report. Nicole Almassey will contact our CS representative to request if report-outs can be emailed for Classified Senate.</p>
7.	Council Business	<p>A. Job Links: Job Links will be held at Contra Costa College next year. The Job Links Committee needs Classified Senate volunteers to serve on the event planning committee. We specifically need a representative from LMC to ensure our voice is heard during the event planning process.</p> <p>B. CLI: The Classified Leadership Institute (CLI) will be held June 11-13, 2020 in Riverside. The agendas are not</p>

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		<p>fully developed yet. A sign-in sheet for the conference will be available at every CS meeting (beginning today). If you have not been before, we highly encourage you to attend. As part of the commitment to attend, each attendee will be required to develop 1-3 slides on equity-centered learning at the conference for a Powerpoint presentation to the Office of Equity & Inclusion. Funding is available to send five (5) Classified Professionals.</p> <p>C. Crab Feed: First meeting will be held on Thursday evening from 5:30-7:00 p.m. If interested in being a part of the event committee and/or volunteering the day of the event, please contact BethAnn Stone.</p> <p>D. Election Committee: Robert Delgado is developing a calendar of upcoming elections and ballots to assist in the planning and preparation of elections in advance.</p> <p>E. All in Equity Fridays: There is another All in Equity Friday this Friday – “Creating a Community of Belonging”. All Classified are encouraged to attend. Nicole Almassey will ask Sara or Sabrina if students are welcome to attend. It is assumed they may be invited however, Nicole will confirm.</p> <p>F. CCCCD Training Academy: Proposed at Classified Senate Coordinating Council for Classified Professionals to have the opportunity to teach in a field that they have knowledge and/or experience in. It would be conducted similar to the CCCCD Teaching Academy in which faculty can submit a proposal to teach a class once a week for four (4) weeks on content they are an expert in. While the Teaching Academy focuses more on pedagogy and teaching practices, the Training Academy will focus more on training, materials, resources, and support for Classified Professionals who want to teach. Classified can submit a proposal and if approved, they would begin the four-week online academy. However, there is a scalability issue as there is only enough space in the academy for six to seven from each College in the District. Currently, the CSCC is discussing payment for an overall Academy Coordinator (i.e. responsible for reviewing proposals, coordinating rooms, academy registrations, etc.). Some Classified Professionals are concerned with how best to approach their Manager for approval to participate. All Classified present during the meeting are in favor the CCCCD Training Academy however, it should be equitable by requiring all Managers approve Classified participation and if Classified are paid for their participation.</p> <p>G. Bowling Night: Bowling Night will be held on Friday December 6th from 5:30-7:30 at Delta Bowl. Robert Delgado will send an email invitation to Classified today.</p> <p>H. Accreditation: We are getting closer to the final draft. Standard Teams are beginning to collect their evidence. All evidence is due by December 15th, with the next final draft to be sent to the President’s Office for review on January 15, 2020.</p>
8.	Adjourn Meeting	Action: This meeting ended at 4:29 pm