

Classified Consultation Group

Meeting Minutes

04/27/2020

2:00 – 3:00 PM

Location: ZOOM

Attendees: Liz Auchincloss (Chair, CPC Rep), Beth Taylor-Schott, Cheryl Brown (CPC Rep), Jesse Felix, Sherie Higgins, Valdas Karalis, Josie Tapia, Sara Volle,

Absent: Erik Erhardt, Mary Saragosa, Michael Gamboa, Sally Gill, Regina Reese

1. Call to order

2. Roll call

3. Meeting Protocol Review

4. Discussion Items

4.1. Approve minutes from 04/06/20-minutes approved

4.2. Discuss CPC Agendas 04/07/20 and 04/28/20

- Dr. Goswami will present a shared governance statement. There are 2 parallel documents being developed: Dr. Goswami's statement and Standard IV Improvement Plan. The Standard IV Improvement Plan recommends revising the Shared Governance document. The Shared Governance document is being worked on by a CPC ad hoc committee work group. Liz read out loud Dr. Goswami's statement and most CCG members agreed that it was a good document and hoped it would be implemented. Jesse asked if the 2 parallel shared governance plans will come together at some point for accreditation purposes? Z is working on a chart showing all college committees. CPC will have a report on the Mission Statement and an update on people taking the SRP from Michael Shanahan.

4.3. Accreditation Steering Committee Report - Liz and Beth

- Nothing new to report.

4.4 Accreditation Standard III and IV update

- Standard III is in process. It is important because it shows how decisions are made in operational units such as IT, Human Resources, and Facilities. Although we have been trying for at least 4 months to get someone on the Standard III committee we weren't able to find anyone in time for the next meetings so Pamela asked Liz to serve on the committee. Cheryl commented that she was disappointed that more classified staff wasn't included in accreditation committees and noted that an Accreditation Timeline in advance would be helpful when recruiting classified staff to serve on committees. In addition, it would be helpful to brainstorm on how we do outreach to classified staff for recruitment purposes. It was also noted that the Improvement Plan for Standard IV includes a recommendation to give more release time to staff to serve on committees. Beth has posted a survey that includes all areas of the Standard IV improvement plan and has sent it to classified staff for review and comment. In addition, Beth is hosting a zoom virtual Open House meeting to discuss Standard IV.

4.5 BPAP – AP 2431 Superintendent/President Selection, BP 3720 Computer and Network Use, AP 5050 Fees, BP 2015 Student Trustee, AP 5520 Student Discipline Procedure, AP 5017 Immigration Status Inquiries, AP 3415 Immigration Enforcement Activities

- BP 2015, AP 3415, AP 5050, and AP 5017 are being moved forward. AP 5520, AP 2431, and BP 3720 are going out to groups for feedback. BP 2015 will give Student Trustee the same pay as other Board Members.

4.6 Discuss forming an LTA group similar to the SPA group

- Regina proposed this idea but wasn't at the CCG meeting so we decided to postpone a discussion until Regina could be present.

4.7 Outstanding Classified Employee of the Year selection date

- May 22nd is the submission deadline.

4.8. Items for the CPC agenda

- We didn't have any additional items for the CPC agenda. We did get feedback about our questions from the previous CPC meeting: all 3 Budget Scenarios were presented but there was no discussion as the future is still too unknown, maybe more information after the Governor's May Revise. Readers and Tutors are paid for from categorical funds taken from the SEA budget.

5. Next regular meeting – Next CPC is **May 12, 2020**. We will meet on **May 11, 2020** via **Zoom**.
6. Adjournment at **3:30 p.m.**