

Classified Consultation Group

Meeting Minutes

12/02/2019

2:00-3:00 PM

Location: CC 223

Attendees: Liz Auchincloss (Chair), Sherie Higgins, Beth Taylor Schott, Sara Volle, Cheryl Brown (CPC Rep), Regina Reese

Absent: Erik Erhardt, Sally Gill, Valdas Karalis, Loren Mindell, Mary Saragosa, Michael Gamboa

1. Call to order

2. Roll call

3. Meeting Protocol Review

4. Discussion Items

4.1. Approve minutes from 11/19/19 meeting-minutes approved

4.2. Discuss CPC Agenda 12/03/19

4.2.1. The Facilities Master Plan presentation goes to CPC and there may be a request for a Bond to go with the Facilities Master Plan. There will be an accreditation update, and of particular interest to classified staff is Standard IV-Leadership and Governance. This standard addresses the need to get information out to constituents after meetings. There will be a Strategic Directions report from Helen, and an SBCC Student Equity Committee Report given by Z.

4.3. SEA Annual Report Review-Sara Volle

4.3.1. Sara said the final report is not quite ready to share. She also mentioned that classified staff should be proportionately represented on SEA. The Chancellor's office requires the Annual Report to address five specific underrepresented populations and our SEA group made recommendations for 10 populations. Targeted populations will include focus on black females, black males, Latina females, Latino males, male LGBTQ, and female LGBTQ. Sara also commented that SEA results and recommendations should be available to staff most responsible for serving these populations. Many staff do not know that the SEA report requires them to take action on the recommendations made for different populations.

Sara also suggested that SEA meeting minutes be posted so people will know the meeting outcomes.

4.4. Mission Statement Revisions-Sara Volle

4.4.1. Revisions were made from the in-service break out groups and the new statement will be presented to CPC.

4.5. CCG Retreat during Winter Intersession-Beth

4.5.1. Beth would like CCG to have an extra meeting in January to discuss filling vacant committee positions and information sharing. Liz will send out an email to find a date for us to meet during the second week of January.

4.6. EEOAC Committee Report-Sherie

4.6.1. Sherie reported that the committee met one time and Maci told the committee the charge would be to look at the EEO Plan and make recommendations on the plan. In addition, HR can now appoint classified staff who take the EEO training to faculty hiring committees as the EEO representative. Next meeting is December 10.

4.7. Results of Letter of Support CCG Vote

4.7.1. CCG members unanimously voted to support the Letter the Support and Beth or Liz will present it to CPC on December 3 and someone will present it at the December 12 BOT meeting as well.

4.8. Ad Hoc Complaint Committee Report-Regina

4.8.1. The committee is over and one of the suggestions was to create an independent Ombuds position to review complaints. The Ad Hoc Complaint Committee Report is available on the SBCC web site.

4.9. Volunteer Form for participatory governance-Beth

4.9.1. Beth will send out the survey one more time in hopes of increasing the responses.

5. Next regular meeting –Next CPC is December 17. We may be able to meet on December 16 at 2:00.

6. Adjournment at 3:10 p.m.