

Classified Consultation Group

Meeting Minutes

08/15/2018

2:00-3:00

Location: CC 223

Attendees: Liz Auchincloss (CPC Rep, Chair), Sherie Higgins, Valdas Karalis, Sally Gill, Erik Erhardt, Michael Gamboa, Becky Saffold, Sara Volle, Regina Reese, Mary Saragosa (CPC Rep), Cheryl Brown(CPC Rep)

Absent: Loren Mindell, Beth Taylor Schott

1. Call to order

2. Roll call

3. Discussion Items

3.1. Approve minutes from 07/18/18 meeting-minutes approved

3.2. Welcome New Members-Introductions

3.2.1. No need to request another member because we are at 10.

3.3. Review Meeting Protocol-

3.3.1. Liz mentioned that the CCG meeting should be guided by a protocol that includes going around the table and letting each person have a chance to contribute to the discussion. There will be no cross conversations and people will raise their hand if wanting to respond to a statement made by another after everyone has had a chance to comment as we go around the table. Point of Order will help keep people on track.

3.4. Accreditation Midterm Report Item IV.A.2a-“Strengthen the structure and role of the Classified Consultation Group in institutional governance and promote and support broad participation by classified staff in the body”. What have we done since 2015?

3.4.1. Liz attached a copy of the report she sent to Pamela. Highlights included: inviting guests to meetings to expand awareness of campus activities, posting CCG minutes, and appointing members to the Gender Equity Group, Program Review Committee (PEC) and Guided Pathways, and

establishing one CCG sub-committee for Student Program Advisors (Advisors' Knowledge Community).

3.5. Guided Pathways Report

3.5.1. Several CCG members attended the August Guided Pathways Coaches Training. The Coaches Training got mixed reviews from the CCG members in attendance. Several thought the opening ice breaker games and other activities were not necessary. Some people thought they already knew all the information presented. Others enjoyed interacting with faculty and staff as well as finding the notebook of information helpful to be used as a tool when assisting students (although it was pointed out that the printed information needed to be continually updated to remain current.)

3.6. Request for CCG Member terms limits and elections-Mary

3.6.1. Mary presented her suggestion that CCG members have term limits and that members be elected by all classified employees. There was discussion about 3 year term limits, and how elections could be organized to include all classified employees. Liz mentioned that this should be an agenda item for the next CSEA chapter meeting in September.

3.7. Can we talk about developing an awareness campaign to reach out to all classified staff about CCG-what it is, what we do, who is currently serving, why stay informed and how to become involved-Sally The CCG website: updating/helping with the website (I'd be happy to...anyone else?) Start posting our CCG minutes-Sally

3.7.1. We briefly discussed how we could increase our awareness on all 3 campuses. We agreed we needed to have more awareness, and that posting of the minutes would be helpful (Liz is working on posting the minutes). We ran out of time to have a more in-depth discussion, and will address this item at our next meeting.

3.8. BPAP Update

3.8.1. Nothing new to report.

3.9. EEO-Sherie

3.9.1. Nothing new to report

4. Other Items-none.

5. Next regular meeting-when do we want to have our next meeting?

5.1. Next meeting, 10 a.m., Tuesday, September 4, 2018 before the next CPC meeting. **Adjournment at 3:00 p.m.**