

Classified Consultation Group

Meeting Minutes

12/16/2019

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 (CPC Rep), Michael Gamboa, Sally Gill, Loren Mindell

Absent: Erik Erhardt, Valdas Karalis, Mary Saragosa

1. Call to order

2. Roll call

3. Meeting Protocol Review

4. Discussion Items

4.1. Approve minutes from 12/02/19 meeting-minutes approved

4.2. Discuss CPC Agenda 12/17/19

4.2.1. District Technology Plan updates. Regina is on Technology Committee. The plan has many initiatives including 2-factor authentication, and the use of complex passwords. CPC will have presentation on analysis of 2 summer sessions. CPC will vote on the Facilities Master Plan. There will be a second reading of the Educational Master Plan. The Board of Trustees approved asking Kaplan to return for 5 years, in a 6-1 vote. Paul Bishop wants an outside company to conduct a Student Technology Survey to collect data for the District Technology Plan. CCG members mentioned the LRC is getting chrome books to replace the computers. Students were not consulted about this change. The replacement may not be good for students and there is no student representative on DTC.

4.3. SENSE 2018 & CCSSE 2019 Survey Results-Melanie Rogers and Yoon Ha Choi

4.3.1. Melanie and Yoon gave a presentation on the survey results. The presentation, survey results, and reports can be accessed at: tinyurl.com/sbcc-student-surveys The SENSE survey included 18-19 year old full time students entering at beginning of fall semester 4th and 5th week. The CCSSE survey was more general and measured community

college quality & performance during the spring semester. SBCC consistently hovered around the 50% mark for most benchmarks. SENSE survey results showed Early Connections, High Expectations, and Clear Academic Plan. CCSSE survey had five benchmarks, showed areas of highest and lowest student engagement. The benchmark results compared SBCC to other California Community Colleges. The information from the surveys could be very useful for working on areas of improvement, especially within the structure of Guided Pathways.

4.4. CCG Special Meeting in January

- 4.4.1.** There will be a special CCG meeting January 8 to talk about ways to increase participation on classified committees, and processes that lead to the placement of classified staff on these committees.

4.5. EEOAC Committee Report-Sherie Higgins

- 4.5.1.** Sherie reported that she and Roxanne Byrne are the two classified staff on this committee, which has scaled down in size to six members. Marci met with the group and explained the advisory role of the committee was to look at the EEOAC plan and make suggestions for improvements to the plan. EEO training is now available to all classified employees who would like to be the EEO representative on hiring committees for staff and faculty. HR will assign trained EEO reps to hiring committees. The new VP of HR will meet with the committee in spring 2020.

4.6. Update-Letter of Support CCG was presented at CPC and the BOT-

- 4.6.1.** Alyson Bostwick responded to our presentation by giving some information about which counselors are available to provide support to Black and African American students and employees. Loren offered to follow up and make sure the information Alyson provided us with was accurate and addressed the stated concerns of the SBCC Umoja community.

4.7. Volunteer Form for participatory governance survey results-Beth

- 4.7.1.** Beth will discuss the survey results at the January 8 meeting. She did mention that all people who asked to be on an available committee have been placed. Gabby Arreguin, in accounting, has agreed to serve on the Institutional Effectiveness Committee.

5. Other Items

- 5.1.** A brief discussion took place about Standard IV-Accreditation Leadership & Governance. The CSEA contract article gives authority for CCG and so does SB 235. The debate: does Standard IV cover shared governance or leadership as a

whole? It was pointed out that many decisions do not go through shared governance.

6. Next regular meeting-Next CPC is January 21, 2020. We may be able to meet before that, date and time to be determined.
7. Adjournment at 3:10 p.m.