# Cuyamaca College

**Classified Senate Executive Board Meeting Minutes Thursday, February 6, 2020**

**1:00PM-3:00PM**

**Location: Building B-264**

## Call to Order: 1:10pm

* 1. Natalija Worrell (*President*)

Jennifer Moore (*Vice President)*

Anmar Kakos, Katie Cabral, Rana Al-Shaikh, Adam Andrews, Taylor Fiehler (*Senators*)

 Vacant (*Secretary*)

 Veronica Nieves (Treasurer)

 Nashona Andrade (Guest)

Absent; Rocky Rose

1. Agenda additions/deletions/revisions
	1. Approval of minutes from January meeting -approved.

## Action Items

## a) Approval of Staffing Resource Guide for publication-Approved by majority vote

## Creation of the Classified Professional Development Needs assessment task force to be led by Jennifer Moore- Approved by senate majority vote.

1. **Communications/Discussion Items**
2. Presentation of Classified Professionals Program- District PD has developed a la carte workshops, the first one which is titled “The GGGCD Machine” looks at the functions of our district and some not so common knowledge that can be helpful as an employee.
3. Senate updates
4. CCC meeting next week working on communication with other councils to see where we are all at in meeting annual goals.
5. Caring Campus- Pins with Ask me! were distributed at convocation.
6. Classified Coordinating council updates- Elaine was elected or voted as the chair of this committee. We have a zoom meeting set up on February 10th to discuss DEC and DS&BC. A later meeting on February 27th will begin to discuss goals and the meeting with the chancellor.
7. Program Review Steering Committee- Program review is due February 10th.
8. Guided Pathways- January Meeting was cancelled next meeting is March 5th. We also have a Guided pathways meeting with Ed Insights research group from Sacramento State, who would like to interview us as it pertains to Guided Pathways on March 19 from 1:15-2:15.
9. Newsletter- was sent out via senate. Thank you to Katie Cabral for her work on this document that we have received a lot positive feedback!
10. b. Creation of the Classified Professional Development Needs assessment task force to be led by Jennifer Moore.
11. Committee for Staffing Prioritization will need to seek out members to serve on this committee once it has moved though the appropriate channels and is approved by CCC. We will discuss at a later meeting on how we want to select members to serve on this committee.
12. Classified professionals day was shared by Veronica Nieves, this year’s theme is “Unmasking your potential” using the surveys from last year, the plan for this year is trying to follow the suggestions of the masses. The first part of the day will be fun interactive group work that was highly positive feedback from last year. Followed by some PM sessions that will focus on 4 intelligences; the Communicator, the Learner, the Problem solver and the Emotionally intelligent.

**Adjourned: 2:00pm**

Reference Materials:

Staff and Hourly Resource Guide:

[Cuyamaca Classified and Hourly Staff Resource Guide 20200109.docx](file:///%5C%5Cc1%5CDeptShare%5CChild%20Development%5CNatalija%5CClassified%20Senate%5CMeetings%5CCuyamaca%20Classified%20and%20Hourly%20Staff%20Resource%20Guide%2020200109.docx)

Classified Request Prioritization

 <https://drive.google.com/open?id=1nAiMmp9kSUBNtThiWW7uj8_Wbg9S1gxhGV2b1s_Ocos>

**Additional Instructions:** Thursday, March 5th in B-264.