

Cuyamaca College
Classified Senate Executive Board Meeting Minutes
Thursday, January 9, 2020
1:00PM-3:00PM
Location: Building E-106

1. Call to Order: 1:05pm

- a. Natalija Worrell (*President*)
Anmar Kakos, Katie Cabral, Rana Al-Shaikh, Rocky Rose (*Senators*)
Vacant (*Secretary*)
Veronica Nieves (*Treasurer*)
Tammi Marshall, Bri Hays (*Guest*)

Absent;

Taylor Fiehler, Jennifer
Moore, Adam Andrews

- b. Agenda additions/deletions/revisions
- c. Approval of minutes from December meeting -approved.

2. Action Items

- a. Staffing Prioritization Committee- Academic –Approved
- b. Staffing Prioritization Committee- Classified –Approved as amended.

3. Communications/Discussion Items

- a. Presentation of Annual Integrated Planning timeline by Tammi Marshall and Bri Hays from IEC. The yearlong template identifies the college's timelines for various documents and processes as it pertains to College institutional effectiveness it outlines such items as; Program review, curriculum review, SLO assessment, PLO/ILO assessment, etc. This is a reference tool for staff and faculty to use, dates will change annually.

b. Senate updates

- 1. CCC no updates at this time next meeting scheduled in February.
- 2. Caring Campus- is working on getting the word out and how to accomplish that. T-shirts and name tags are an idea that will be explored. Along with departmental shout outs. Rocky mentioned having Cuyamaca College lanyards with a staffing badge. Also mentioned was if we elect to
- 3. Classified Coordinating council updates- With the election of the new Chancellor coordinating council will meet and discuss her expectations of us as a senate.
- 4. Program Review Steering Committee- Program review is due February 10th.
- 5. Professional development survey- A task force will be created to create, implement and analyze results of a 2020 professional development needs assessment.
- 6. Guided Pathways- has some changes happening, we are not sure what this committee looks like at the moment. The next meeting is scheduled for Friday January 24th. 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.
- 7. Staffing resource- Katie Cabral presented a working document that is a one page resource for staff here at the Cuyamaca site. The document highlights departments, resources, and some processes that are commonly needed by staff here at Cuyamaca.
- 8. Newsletter- as a marketing tool we would like to have a newsletter sent out by the first week of February. We asked each senate member for a photo and a few sentences about anything they would like to share about your time here at the college or why you participate in senate.

Adjourned: 2:30pm