



California Community Colleges

Classified Senate

*Executive Board Meeting
Santa Rosa Junior College
September 11-12, 2015*



Minutes Approved

Present:

4CS Board Members: South Vice President Karen Martin, Irvine Valley College; North Vice President Shondra West, Los Medanos College; Secretary Cari Plyley, Butte College; Treasurer Norma Talley, Butte College; President Emeriti Jim Wilson, Sierra College Retiree;

4CS Area Representatives: North 2 - Deborah Knowles, Sacramento City College; Bay 2 – Linda Allen, Skyline College; Bay 3 - Laurel Kinley, West Valley College; Southeast 3 – Trisha Albertsen, Chaffey College.

Present by Conference Call: President Debbie Weatherly, Santa Rosa College; Associate My Loi, Mission College.

Absent: Past President Maureen Chenoweth, Foothill College Retiree; Southwest 3 Area Representative Debra Cantarero, Pasadena City College; President Emerita Monica Souza, Sacramento City College; Southwest 2 Area Representative Peder Nielson, Ventura College. Associates: Karen Smith, Foothill College; Dennis Gordon, Irvine Valley College; Angela Mahaney, Irvine Valley College.

1. Meeting Called to Order

South Vice President Karen Martin, meeting chair, called the meeting to order at 9:15 am. President Debbie Weatherly attended the meeting via conference call due to medical issue.

2. Welcome and Introductions

Martin welcomed Board members and thanked them for their attendance and thanked staff and administration of Santa Rosa Junior College for hosting this meeting and providing food.

3. Agenda Approval

The agenda was approved as presented. **Kinley M/S/U**

4. Consent Agenda

- 2015-32 a. Lease for Change in Corporate Office
- 2015-33 b. Corporate Office Insurance
- 2015-34 c. Asset Loan Agreement – Norma Talley
- 2015-35 d. Purchase of Presentation Laptop
- 2015-36 e. Purchase of Office Furniture

M/S/U Knowles

5. President's Report – Debbie Weatherly

a. CCLC Board*

Weatherly and Chenoweth attended the last CCLC Board meeting. The new CCLC President and CEO Larry Galizio attended via conference call.

b. Professional Development

Professional Development funding has been put on hold, but classified will keep pushing for and asking for more funding for professional development. Consensus to survey classified staff on who has professional development in contracts. Collaborate with unions for professional

- development language in contracts so when funds come through language and contracts will be ready.
- c. **Speaker's Bureau**
- Pyley will be attending a retreat for the Grossmont-Cuyamaca District Classified Senate to discuss changing their senate structure from one district-wide senate to separate senates.
 - Kinley will be attending the San Jose Community College Professional Development Day.
- d. **Institutional Effectiveness Partnership Initiative (IEPI)**
Maureen Chenoweth participated in a team visit to City College of San Francisco. The IEPI team visits colleges with problems with their accreditation. Maureen has been asked to participate as a leader in teaching the next team in October.
- e. **Committee Appointments**
- A number of names were submitted from classified staff from Sacramento City College, San Diego Continuing Education, Folsom Lake College, College of Marin, Chabot College, and San Diego Miramar for statewide committee appointments.
 - Three completed applications were received.
 - Discussion on application that requested a specific committee, but the applicant was placed on a different committee.
 - **Motion to approve the appointments below and ask President Debbie Weatherly to contact the appointees and confirm their application intention and follow up with Maureen. M/S/U Kinley:**
 - 2015-37** *Non Credit SSSP Advisory Committee*
Christy Figueroa-Pettis, San Diego Continuing Education
 - 2015-38** *Common Assessment Advisory Committee*
Irina Marsant, Sacramento City College
 - 2015-** *Student Equity*
Shawn Ledet, Sacramento City College
- f. **Grant Opportunities - Perkins**
Perkins grant is used for professional development. This grant will be made available to 4CS. Maureen White will provide more information.

6. **Old Business**

- 2015-28** *Goals 2015-2016*
Discussion on the 4CS goals for the last two years and recommendations for formatting future goals.

Institutional Goals

1. Maintain organizational resources
 - a. Objective 1: Update and maintain senate reference guide
 - b. Objective 2: Update and maintain member orientation materials/packets
 - c. Objective 3: Annual reporting
 - d. Objective 4: Develop materials for presentations to colleges without classified senates
 - e. Objective 5: Review and revise (if decided) by-laws
2. Develop statewide position papers
 - a. Objective 1: Subject- Current Status of Classified in Governance
 - b. Objective 2: Subject- Brown Act relative to 4CS and local classified senates
 - c. Objective 3: Subject- Professional Development
3. Support the needs of the classified professionals in the community colleges through meaningful external relations, outreach, partnerships, and collaborations.

- a. Objective 1: Strengthen the relationships with classified unions by encouraging the collaborating on the development of professional development time for classified professionals.
- b. Objective 2: Strengthen the relationships with community college presidents
- c. Objective 3: Strengthen the relationships with district leaderships.

2015-16 Goals

- Update senate reference guide
- Update member orientation materials/packets
- Write position paper on Professional Development
- Develop materials and presentations for colleges without classified senates
- Strengthen the relationships with classified unions by encouraging the collaborating on the development of professional development time for classified professionals.
- Strengthen the relationships with community college presidents by establishing a personal communication for 4CS membership/sponsorship

2016-2017 Goals

- Write position paper on Current Status of Classified in Governance
- Write position paper on Brown Act relative to 4CS and local classified senates
- Strengthen the relationships with district leaderships
- Review/revise by-laws

Ongoing Goals

- Annual reporting

Reassign as a task

- Area Representatives: Connect with each college or contact a campus president to find out who the classified person is that handles governance.

Motion to accept Institutional Goals and 2015-2016 Goals as presented by Karen Martin. M/S/U Plyley

Discussion on proposed Code of Ethics presented by Karen Martin.
Place on next agenda.

2015-30 *Title Change for Secretary*

The Board reviewed a draft description of current secretarial duties, including management of the 4CS corporate office and separating minutes from the secretary to a recorder position.

- Review nonprofit guidelines on whether the Secretary is required to keep minutes.
- Separate office management duties from regular secretarial duties in case of separation.

7. New Business

2015-39 a. **Open Area Representative Positions**

North 1, North 3, Central 1, Central 3, Southwest 1, Southeast 1, Southeast 2

b. **Supporting member Benefits**

Discussion on providing future discounts for CLI attendance for supporting classified senates.

c. **Annual Report to Sponsors and Supporting Members**

- Plyley reported that a nonprofit annual report is not required, but she has been working with past president Chenoweth and President Weatherly on formatting such a report.
- Nonprofit information states the report is developed by the President and secretary.
- Martin volunteered to develop the report.
- Kinley volunteered to edit.
- Board updates from each meeting should be gathered for the report.
- Further discussion required.

2015-40 e. **4CS Speaker's Bureau Academy Task Force**

Plyley requested the support of the 4CS Board to pursue grant opportunities to assist in funding the activities of the Speaker's Bureau Academy. Consensus for support.

2015-41 f. **New Position – Recorder.** Tabled.**8. Board Reports**

a. *North Vice President Shondra West*

Third Gathering of the Senates

- Laurel reported that the event was well attended (36) but there are suggestions to help run smoother in the future.
- Not everyone sent an RSVP and though they can pay onsite, there were issues with supplies.
- The event went very well with good conversations.
- A number of non-senate attendees from San Jose City College.
- Will set up a retreat packet to go to coordinator in case the treasurer is unable to attend.
- Inform those paying onsite that the Square will send a receipt. Looking at new square model that takes the chip card.

Shondra reported that she feels the North Region is doing very well and she is pleased with what's happening in the North.

b. *South Vice President Karen Martin*

- Has been in contact with Deborah Cantarero and Heather ().
- Participation seems to be the largest issue, especially on committees
- South Retreat. January 29, 2016 hosted at Crafton Hills. Crafton Hills is catering the breakfast and lunch. So far no fee is planned.
- Members are requesting to meet more.
- Using Google Docs to solicit items for the agenda.
- Weatherly will be attending.
- Will approach Karen Smith on AUSLOS.
- Resolution training needs to be included to prepare leaders for future plenary sessions.

c. Secretary Cari Plyley

- Moving office. Jim and Harriet Wilson helped with the move.
- New lease, new insurance, 2 new bookcases.
- Unpacking, organizing shirts and purchasing clear bins.
- Communicating with members and forwarding inquiries to representatives.
- Continuing to work with Norma on nonprofit status correction.
- Updating website, senate database, board database, sponsor database.
- Mentoring new board members.
- Organizing new office.

d. Treasurer Norma Talley

2015-25 Non-Profit Notice and Action

- Still waiting for response from IRS regarding retroactive reinstatement
- Cari will email the website available to check on status.

Balances as of end of September 10, 2015

Bank	\$13,513.26
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Savings	\$2,500.46
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PayPal	\$731.80
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Total cash assets:	\$16,745.52
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CLI Proceeds have not been received yet.

\$1,400 from Denise so far.

9. Area Representative Reports

a. Area Representative Report Form (Attached)

North 2 - Deborah Knowles reported on the Los Rios District (Attachment)

Bay 2 - Linda Allen

- Sent out requests to Bay 1 and Bay 2 with no response.
- Will send forward reports when she receives them.
- Skyline.
 - Getting more staff involved in community volunteerism.
 - Giveaways to people who come to meetings to promote attendance
 - Linda has been appointed to Professional Development committee
- San Mateo.
- Reached out to CSEA there.
 - Got connected to other staff member who is responsible for sending out information to classified staff.

Bay 1 and 3 – North Vice President Shondra West reported on colleges in the North Region currently with no representative

- Contra Costa,
 - Ericka Adakai currently making changes to foster good communication.
 - Updating website, creating newsletter, sending out listserv emails.
 - Change in structure.
- Los Medanos College
 - Senate President Linda Kohler.
 - Currently changing bylaws and constitution. Currently no treasurer or secretary. Looking at adding those positions.
- Diablo Valley College
 - Senate President Scott Heiden. Keeping an eye on him for a future 4CS board member.
- Peralta District Office.
 - Met with them at CLI, but have not received a report.
- Alameda College
 - Spoke with someone at CLI from Alameda about an open position, but haven't heard from her.
- Solano College.
 - Interest in senates. Shondra would like to see efforts to communicate with them.

Bay 3 - Laurel Kinley. Communicated with her colleges.

- Foothill DeAnza
- West Valley-Mission District
 - Coordinated with district on professional development plans to submit to state.
 - Laurel now chief union steward

- Mission College
 - Hosted Gathering of the Senates
 - Recruiting issues, working hard, support of administration
- West Valley.
 - New senate president
 - 17 member senate
- San Jacinto College
 - Fall 14 Maureen Chenoweth and Laurel attended the first senate meeting on Monday.
 - Senate President Delinda Dedee,
 - May visit Evergreen sister college in October. New senate. Packet?

Central 2 – Ernie Garcia. Report (Attachment)

Southwest 2 – Peder Nielsen. Absent

Southwest 3 – Debra Cantarero. Absent

Southeast 3 - Trisha Albertsen.

- Sent introduction and welcome letter to 11 colleges, except Barstow.
- Victor Valley
 - No senate.
 - Contacted Academic senate president who provided information on a classified contact (union president). Information emailed to him.
- Crafton Hills
 - Trouble with meeting quorum.
 - Classified professional retreat in June and would like 4CS to attend.
 - Two members on statewide committees
- Mt. San Jacinto
 - Planning meeting to discuss projects for the year.
 - Biggest challenge is getting classified outside of senates to participate.
- Chaffey
 - Communication is sometimes issue.
 - Same people on standing committees.
 - Several positive activities in place.
 - Trisha invited to management retreat.
 - Suggested classified convocation at management meeting and happened right away.
 - Issues with the union.
 - Hoping to have area meeting at Chaffey in Mid October for 11 colleges.

South Vice President Karen Martin reported on colleges in the South Region currently with no representative.

- Saddleback College
 - Senate President currently is interning at other college and relinquished role to VP. VP out on worker's comp right now. When returning, working on revising bylaws.
- Coastline. Quiet over summer.
- MiraCosta, GlenDale, Mt. San Jacinto
 - All 3 same discussion same people on committees and bringing in more people.
- Irvine Valley College
 - \$35,000 for classified professional development..

b. Communications with Members

Discussion on communicating with member senate leaders.

c. Individual Reports

Discussion on difference between vice president reports and area representative reports.

10. Committee Reports

- a. *Bylaws*
- Committee will be reviewing bylaws and any new requirements for nonprofit or corporation status.
 - Discussion on all board members being familiar with the bylaws.
 - Make list of changes/recommendation from each meeting.
 - Set timeline to review bylaws after a certain number of years without change.
- b. *Budget*
- No changes.
 - Treasurer's report under 8.d.
 - President Weatherly suggested discussion on increasing speaker's bureau funding.
- c. *Conference Development*
1. CLI
 - A. July Conference Committee Meeting
 - Members of the Conference Development Committee met at Maureen Chenoweth's home for a summer planning meeting.
 - Decision to institutional a late July, early August planning meeting.
 - Change in workshop structure to allow workshops to be more than one hour.
 - Add 2 hour plenary session Thursday morning at 8 am (part 1)
 - Hold Friday 1.5 hour plenary session (part 2)
 - Add Thursday night buffet workshops in 5 different rooms
 - Add a 6-month CLI evaluation follow up. How has CLI information benefited you?
 - Maximize profits by giving out a good prize Friday night and last good one on Saturday.
 - Wilson asked to put offering sponsor CLI credit or scholarship back on the table.
 - Albertsen will make diagram for registration table to reduce confusion and assign duties sheet.

Martin suggested using guides to help people where to go.
Request for board kits with scissors, tape, maps, schedules, cell phone cards. Laminated
 - B. CLI Timeline
 - Committee will be evaluating the timeline to move deadlines earlier.
 - Request for a materials kit for Board Member to include assigned duties sheet scissors, tapes, maps, schedule, laminated cell phone card.
 2. CCLC

Activities for upcoming CCLC Convention in Burlingame, November 18-21.

 - Planning needed
 - Exhibitor registration
 - Facilities forms
 - 3 rooms and conference phone
 - CCC Confer and conference call set up
 - Workshops - Review
 - Maureen White
 - Chenoweth and Weatherly
 - Orientation - Discussion
 - All welcome, but primarily for new members.
 - Cari Plyley presenting
 - Plenary – Discussion – Thursday, 8:00 am – 12:00 pm
 - Session on writing resolutions and current submitted resolutions
 - Professional Development Resolution discussion

- Exhibitor's Showcase - Discussion
 - Plyley Exhibitor
 - Set up
 - Basket
- d. *Awards Committee - Linda Allen*
- 2015-42 Change to Scholarship Application
- Recommendation to update Scholarship Applications.
 - Discussion and consensus to change questions.
 1. How would you define leadership?
 2. Please explain why you are interested in attending the CLI.
 3. What would you like to take back from CLI?
 4. Please describe the activities that you participate in on your campus.
 - Timeline. Suggest adding to the CLI timeline that forms for CLI be ready for the September meeting for review. A number of forms need to be distributed at the CCLC Convention.
 - Motion to approve the revised 4 questions for the scholarship application and to update all 4CS materials to be consistent with the application. **M/S/A Plyley**

Model Senate Award

- Cari will work with Linda and discuss the current process.

Spirit Award

- Discussion on revising the award.
 - Should not be the same school each year, but the last awardee give the award to the new group.
 - Spirit Stick made by Karen Martin and the school takes it to their campus and then bring it back and pass it on.
 - Ernie do a hashtag with a CLI Spirit Stick
 - Only one point for the same sticker
 - Put guidelines on the website so people can be prepared.
 - Mascot points
 - Suggestion to have Spirit Task Force
 - Deborah Knowles will lead the task force. Karen Martin assist.
 - Someone from winning team to count points.
- e. *Fundraising – Laurel Kinley*
- Structure the conference to maximize profits.
 - Identify items we want to sell.
 - After ordering, Laurel will go to the corporate office to inventory and set spreadsheets.
 - Meet with committee, set prices and stay with those prices.
 - Kinley asked for ideas for fundraising, including a senate membership drive.
 - Kinley discussed her vision for improving fundraising
 - Reducing unnecessary inventory
 - Reducing amount of inventory shipped to CLI
 - Commitment of 4CS members to be sponsors and to encourage their campuses to be supporting members.
 - Structure conference in a way to maximize profits
 - Identify items we want to sell.
 - Linda volunteered to travel to corporate office to do inventory.
 - Prices appear to be good.
 - Starting bid at 10% of item for Silent Auction

- Research benefits of Amazon Smile Account. Percentage of Amazon purchase goes to 4CS. Senates could get the word out.
 - Selling tickets. 1099 for prizes for minimum prizes?
 - Discussion regarding CPA as consultant.
 - Question about whether any profit from the retreat will be considered income.
 - A consistent fee of \$36 should be offered both north and south, but the event is not a fundraising event.
 - Participants need to be paid in advance.
 - If a fee is waived because a college is covering meals then it should be shared with participants that there is usually a charge and it has been waived at that event thanks to the host college.
 - Suggest placing this item on the next agenda.
- f. *Nominations and Elections – Shondra West*
- Shondra will be updating the 2016 Election materials.
 - Reminded to Board members that they need to have their letters of intent in on time if they plan to run to continue in their positions.
- g. *Resolutions Task Force – Maureen Chenoweth*
2015-43 Member Vote on Resolutions Handbook
- Maureen was unable to report because she was in Ireland.
 - Discussion on project direction.
 - Chenoweth and Plyley will continue to review and refine the Resolutions Handbook to simplify.
 - Next resolutions plenary is planned for a pre-CCLC Convention workshop.
- h. *Policies and Procedures – Cari Plyley*
- Travel and Recordkeeping Policies and training
 - Suggestion for a sample packet of completed forms
 - Plyley reviewed travel forms and policies and procedures.
 - Review of nonprofit recordkeeping requirement.
- i. *Student Success Advisory Board**.
No report received.
- j. *Institutional Effectiveness*
No report received.
- k. *Public Relations – Ernie Garcia*
- November Connections Newsletter. Garcia publishing.
 - Discussion on timelines, assignments and encouraging member senates to submit articles.
 - Karen Martin will mentor Ernie in this area.
- l. *Legislative Awareness/ACL – Linda Allen*
- Committee has not met since the last meeting.
 - AB2888 Concurrent Enrollment. Passed Legislature and waiting for Governor’s signature.
- m. *Technology – Norma Talley*
- Committee is working well
 - Change committee chairs from Wilson of Bylaws to Talley. Technology Committee Chair from Talley to Wilson.
 - Jim wants to do test of the email system at the beginning of the week.
 - Plyley continues to make changes to website with Wilson’s direction and training.
 - Jim is working on the problem of forwarding emails. He will send out a test next week.
- n. *Membership – Cari Plyley*
- Grossmont-Cuyamaca District Classified Senate Restructure

- Member Activity Packets. Consensus to provide.
- o. *Brown Act Task Force. No report.*
- p. *4CS Speaker’s Bureau Academy Task Force – Cari Plyley*
 - a. Approval of Goals
Plyley requested approval to work with the CLI workshop participants on developing goals and moving forward on the Speaker’s Bureau Academy. Consensus for support.
 - b. Webpage approval
Plyley will set up webpage for the Speaker’s Bureau Academy Task Force for communication and committee work.
 - c. Approval for Grant Research
Plyley requested assistant from Board Members on grant opportunities for classified leadership development for this academy.

10. Good of the Order

Discussion on developing a survey coordinator to focus on making and collecting 4CS surveys.

11. Adjournment

Meeting adjourned at 4:10 pm

Calendar of Meetings

November 18, Winter Meeting	November 18, 2015
November 19-21, CCLC Convention	November 19-21, 2015
2016 Legislative Conference	
South Regional Retreat	January 16, 2016
4CS Quarterly Board Meeting	March 4-5, 2016

Addendums:

- Conference Planning Meeting Agenda
- √Code of Ethics Draft
- Grossmont-Cuyamaca Meeting Agenda
- √Treasurer’s Report
- Representative Reports:
 - √ Central 1, Ernie Garcia
 - √ North 2, Deborah Knowles
- Statewide Committee Reports:
 - √ IEPI REPORT, Neill Kovrig (Attachment)
 - IEPI Summary Report,_Breanne_Holland (Attachment)

California Community Colleges Classified Senate

Sept 10 2015 Financial Balances

Unaudited

Bank of America – Checking	\$13,513.26
Bank of America – Savings	\$2,500.46
PayPal Account	\$731.80
Total Assets	\$16,745.52

CODE OF ETHICS draft

Mission

The mission of 4CS is to support the leadership roles of classified staff in the governance of the California Community College System through the development and support of local senates, advocating increased involvement at the state level, and promoting leadership skills among classified staff.

Code of Ethics

The purpose of this Code is to establish ethical standards of personal and professional conduct for the Board of Directors of 4CS to promote the highest level of public confidence and integrity in support for the advancement of 4CS. This Code will be reviewed periodically. Board of Directors will:

- o Comply with applicable federal, state and local laws, regulations and fiduciary responsibilities in an effort to create transparency in all of our operations.
- o Provide credible and ethical oversight to the organization’s work.
- o Abide by the governing documents and policies of 4CS.
- o Conduct the business and activities of 4CS truthfully and honestly.
- o Honor our commitments and promises to the best of our abilities.
- o Appropriately acknowledge contributions from other individuals and organizations who help facilitate our goals.
- o Serve the members’ interests by acting as responsible advocates in providing an active and consistent voice in the areas of ideas, facts, and viewpoints to aid those we represent.
- o Work for the best interest of the organization and its membership.
- o Be accountable for adhering to this Code of Ethics

4CS Report
Central 2
September 2015
Ernie Garcia

Clovis Community College

Clovis Community College Classified Senate will be awarding our first \$500.00 scholarship on September 18th at the scholarship awards ceremony.

We are working with ASG and Student Activities on Rocktoberfest and will be cooking Carne Asada tacos as a fundraiser.

Plans are on the agenda for gift certificates to be handed out for Thanksgiving and Christmas.

Also on the agenda for next month is going forward with a time capsule that will be filled with items and put somewhere on campus.

Fresno City College

Fresno City College Classified Senate received a larger allocation than usual to be used towards Classified Professional Development/Travel & Conference which includes the annual Classified Senate Staff Development Day (Nov 11).

The theme for FCC Staff Development Day is “Defying Gravity and Reaching the Stars.” It will be a day filled with workshops that promote professional and personal development and campus camaraderie.

The Senate is drafting a “Fact Sheet” for classified professionals showing the differences between Classified Senate and CSEA. The document will be reviewed by CSEA soon. Campus committees are beginning to meet again and our Senate members are busy serving on several.

IEPI REPORT, Neill Kovrig

Indicator and Goal-setting Progress-to-date:

Focus on Year 2; 111 out of 113 colleges have certified adoption of a goal-setting framework according to the minimum requirements of the metrics. 38 districts have gone beyond that and identified goals for ALL metrics. Website goes live 30 June. High level of cooperation and responsiveness. Feedback is appreciated.

Partnership Resource Team Update:

Several occurring presently; evaluation requests have been sent out and data is coming in accordingly. Report due early next month. Preliminary results (VERY preliminary – 4 colleges and small PRT groups): very positive but need for logistical improvements. Ex: client colleges informing participants for need for PRT; ideas needed at meeting; procedures still evolving. Fall '15 cycle: 15 colleges identified, with 3 more identified for Spring '16 (total 26 overall); 162 experts in PRT pool. Preliminary matching has been completed -> Tech Assistance group today. 4 Sept – Webinar for training (in-person 18 Sept and October). Teams as a whole should attend ONE workshop. Webinar version to be archived. Leads to be determined. Awaiting CEO approvals from client colleges. Topics of interest have been enrollment management (past groups), integrated planning (current pool), CTE curriculum development

Professional Development Update:

Continuing to buildout schedule for coming months (through April '16); August/September: Student Support Redefined Workshops. Enrollment Management Workshop @ Coll San Mateo/Riverside. SLOs; Fiscal Management; Integrated Planning; Data Integrity; Student Equity. Online Clearinghouse – draft taxonomy and forms for submission of materials to be reviewed today. Website design for clearinghouse materials also to be discussed today.

Policy, Procedure, and Practice Update:

Discussion has been on multiple areas; messaging and branding – efforts to focus on better communication strategy on what exactly IEPI is; work has been ongoing for fleshing out a comprehensive systematic on initiative. Evolution of process to be discussed. Securing communications firm to undertake effort; feedback to be solicited on activities. Need for a

simpler method for provision of data from member institutions. Finding baseline data and certain reporting elements from Chancellor’s Office – streamlining and develop systematic approach. What are reporting requirements by division?

POLICY – MORNING SESSION

How shall we be preparing the system for the launch? Should the expectation be that colleges will be connected and interviewed?

Best approach – slow and steady, don’t panic the groups. Communications effort might change their methodologies. “Less is more”

TECHNICAL ASSISTANCE – AFTERNOON SESSION

Evaluation materials as received through end of May – self-assessment process: more detail will come at July 17 meeting. Most PRT members agreed or strongly agreed with positive commentary. Everyone agreed that training was effective; useful information, some suggestions for additions and for future trainings. Lack of positive feedback regarding logistics – insufficient preparation at colleges, etc. (Berkeley CC). Discussion regarding team purpose and design. Need for additional information to be provided to the lead, etc. Next steps??? No one knows ... Enough participation from Classified Staff for Fall, based on function as opposed to expertise in many ways.

Summary_Report_Breanne_Holland (expected)

Cari Plyley, Secretary

Debbie Weatherly, President