President: Karen Shields, Vice-President: Roberto Gonzalez; Secretary/Treasurer: Theresa Rumjahn

Attendance: Karen Shields, Theresa Rumjahn, Tammie Perry, John Saenz, Catalina Herrera

| **Agenda Item** | **Discussion** | **Follow-Up Action** | **Decisions/Resolved** |
| --- | --- | --- | --- |
| Meeting Called to Order | 3:10 pm |  |  |
| 1. **Agenda Review** | The agenda was handed out. | None required. | None required. |
| 1. **California Community College Classified Senate Meeting 8/5/2015** | Karen Shields gave a brief description of the topics covered at this retreat for classified senate officers from 66 Northern California community colleges. The Southern California counterpart meets at another time and location. Karen reported that while AB2855 passed legislature which sets up a professional development fund for community college faculty and staff, however, funds will only be dispersed to community college districts who have submitted a detailed plan from a professional development committee about how the funds will be used and a followup report. Also, an example Administrative Unit SLO was discussed as something the ACCJC really liked. A 4CS survey from June 2015 found that 72% of over 700 respondents felt that “job specific training” was the most important type of training to community college classifieds across California – this 4CS survey may be circulated again later this year. More info about the 4CS meeting to be discussed at a later meeting. | None required. | None required. |
| 1. **PCS “Classified Matters III Survey” for Fall Training** | Theresa Rumjahn said she would re-circulate an announcement for Classified Staff to participate in a short survey from the Peralta Classified Senate. They want input on what type of training and when to have it for all Peralta Classified Staff. | Theresa to send email with links to survey. | None required. |
| 1. **District Committee Meeting Schedule** | Theresa Rumjahn handed out a copy of the District Committee meeting schedule for classified staff interested in attending these meetings as BCC representatives. Brief discussion on committee appointments. | None required. | None required. |
| 1. **Other Matters** | Catalina Herrera said that she will have her student assistants re-survey BCC Classified Staff on which Microsoft Office products and the dates they want training in. She also said she is working on drafting the survey to obtain BCC classified staff issues and concerns for this year 2015-16. | None required. | None required. |
| 1. **Adjournment** | 4:00 pm |  |  |
| Next Meeting | Thursday, August 27, 2015, 3:00 - 4:30 pm, TLC |  |  |

*[Minutes taken by Theresa Rumjahn]*

Handouts:

* Agenda
* District Committee Meeting Schedule for 2015-16