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

Attendance: Tammie Perry, Roberto Gonzalez, Theresa Rumjahn, Marilyn Clausen, Nancy Cayton, Karen Shields

| **Agenda Item** | **Discussion** | **Follow-Up Action** | **Decisions/Resolved** |
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| Meeting Called to Order | 3:15 pm |  |  |
| 1. **Agenda Review** | The agenda was handed out. | Resolved. | None required. |
| 1. **Approve Past Minutes** | No quorum. | Defer to next meeting. | None required. |
| 1. **Signage Update** | No report available. | Defer to next meeting. | None required. |
| 1. **Update on Committee Appointments** | General discussion. Representative for PBC (District Planning and Budgeting Committee) is needed. | Bring to next meeting. |  |
| 1. **Update on Documents to be heard at the 9/14 Roundtable Meeting** | Vision 2024 Education Master Plan (6/1/2015 version) – not discussed.  BCC Institutional Goals & Accomplishments with Measurable Outcomes 2014-15. The columns do not seem to match the text, so it is difficult to read and follow the report, and the report needs some restructuring in order to be used as a working document. There was much discussion on which staff positions were actually filled and which ones still needed to be filled according to staff requests and the classified staff rubric prepared by a Roundtable task force. The emphasis on student help should not mean that classified staff duties are being substituted or replaced by student work. The rubric prioritized new classified staff, but it did not rank existing vacant positions. We need to fill 100% of vacant classified positions deemed fundable. May Chen requested comments by 5pm 9/10. | Karen, Roberto and Theresa to develop comments on the Goals & Accomplishments and submit to May Chen by 5 pm today (9/10) |  |
| 1. **Survey Updates for BCC and Peralta Classified Senate** | Peralta Classified Senate’s Classified Matters III Survey results showed that staff wanted a professional development day. It will need to be at one of the colleges that can host 100+ people. | None required. | None required. |
| 1. **Other Matters.** | Karen Shields reported we need classified staff to be on the District Professional Development committee. | Karen and Roberto will discuss further. |  |
| 1. **Adjournment** | 4:25 pm |  |  |
| Next Meeting | Thursday, September 24, 2015, 3:00 - 4:30 pm, TLC |  |  |

*[Minutes taken by Theresa Rumjahn]*

Handouts:

* Agenda
* BCC Institutional Goals and Accomplishments with Measurable Outcomes 2014-2015 (8.26.2015)