

Cuyamaca College Classified Senate Meeting Minutes

Date: September 24, 2024

Time: 9:00-11:00am

Location: E-106 and Zoom (<https://gcccd-edu.zoom.us/j/87059984099>)

Name	Role	Attendance
Rana Al-Shaikh	President	<input checked="" type="checkbox"/>
Stephanie Gutierrez	Vice President	On leave
Rafael Ayala	Vice President (Acting)	<input checked="" type="checkbox"/>
Taylor Fiehler	Treasurer	<input checked="" type="checkbox"/>
Katie Cabral	Executive Board Assistant	<input checked="" type="checkbox"/>
Michael Allen	Senator	<input checked="" type="checkbox"/>
Martha Galvan	Senator	<input checked="" type="checkbox"/>
Anmar Kakos	Senator	<input checked="" type="checkbox"/>
Dalea Kanno	Senator	<input checked="" type="checkbox"/>
Veronica Nieves	Senator	<input checked="" type="checkbox"/>
Vacant	Senator	<input type="checkbox"/>
Vacant	Senator	<input type="checkbox"/>
Amber Toland Perry	Senator	<input type="checkbox"/>

Quorum: 9/13

Decisions: 2/3 of officers present

A quorum for purposes of voting during regular Classified Senate meetings shall consist of 66% of those regularly attending Classified Senate members. Decisions will require a two thirds (2/3) majority vote for those Classified Senate members present. ([Article 5.1.4](#))

Guests: Jessica Robinson (9:00am in person)

Note-Taker: Katie Cabral

Call to Order: Meeting called to order at 9:04am

1. Roll call
2. Additions/deletions/revisions to the agenda
3. Approval of August minutes ([link](#)) - M/S: Anmar/Dalea; approved by consensus
4. Call for Recommended Action
 - a. Participatory Governance, item 6: Foundation 2024-2025 Innovation & College Support Mini Grants Application proposal to fund Student Clubs and Organizations student-centered event, supplies, facilitator, or memberships cost: Sober Student Support Club shared a draft proposal ([link](#))

Participatory Governance

1. Classified Hiring Priorities List (Jessica)
 - a. Transfer Center Specialist position to be hired ([link](#))
 - b. When President Robinson was interim, she noted her commitment to look into the Classified Hiring Priorities list to try to hire off that list; in the past, some positions were able to be hired off the list due to restricted funding, but it had been challenging to hire a position with unrestricted funds, especially when it needs to be sustainable; President Robinson is excited to announce that we are hiring off the Spring 2024 CHPC list: The Transfer Center Specialist position, who will support Amaliya; this position is very much needed; after reviewing the KPIs, one of Jessica's areas of focus is transfer; Puente Counselor to be

hired soon, and that position, along with the Centers and the Umoja Counselor, are intended to impact student transfer outcomes; Jessica's intention is to continue to review the CHPC list and to make smart decisions to prioritize critical needs for classified positions, ensuring this is data-informed based on our KPIs; classified professionals are very engaged in student success efforts; she is very excited to hire the Tutoring Center Specialist (#1 on the list), and the DSPS Test Proctor (#11 on the list); she stressed the intentionality behind these decisions to hire critical positions that support our strategic priorities; Jessica noted that in the past we automatically refilled classified positions when they were vacant, but now we are taking a critical look at each vacancy to potentially reimagine the need to fill;

2. Cuyamaca Classified Employee Recognition Award (Jessica)

- a. *President Robinson noted we currently have the President's Outstanding Leadership & Service Award for Classified Professionals; she has been part of this for the past two years; the first year, she participated in the voting, the next year she asked Classified Senate vote and she selected the winner out of the top nominees; she received a lot of questions about why certain individuals were selected; two options: (a) Keep the award as-is, with the President's name attached, she provides the monetary gift, and she would select the winner based on the nominations that came in; or (b) Classified Senate models something similar to Academic Senate, where we "own" this and select the winner; either way, we could announce at Convocation; Jessica discussed this with Administrators Association, who is also meeting to discuss the two options; Jessica is working with ALAT on the Above & Beyond Award, which will be college-wide; Jessica noted she respects the process; wants to keep the rubric we developed in collaboration, but does not want the rating to be performative on Classified Senate's end; Rafael asked if it stays the President's award, would Classified Senate still do the ranking? Jessica clarified no, instead it would just be the President selecting the winner from the nomination; Jessica encouraged Classified Senate to discuss and let her know our choice; Rafael asked if there's a third option to keep the process as-is, where Classified Senate rates and the President selects the winner; she noted she currently does not have any input on who is selected in the cases where the top winner is clear; Anmar asked if we could provide unranked top three as a compromise; Jessica thought that would be an option, possibly top 10%; she thinks the rubric and criteria are excellent; she wants to continue to work in partnership with Classified Senate, and noted she gets a lot of questions from nominators; Classified Senate agreed to keep the award as-is but we will forward the unrated and unranked list of the top 10%;*
- b. *Rana asked Classified Senate to review these two options and we can vote at our next meeting; Michael noted he liked the idea of keeping the award as-is with the modification of providing the President an unranked list, and this would keep it simple; Rafael agreed and thinks sending an unranked list makes sense, which is better than not being involved; Rana asked for a motion to approve of the slight change in process for the President's Outstanding Leadership & Service Award (providing an unranked list to the President for her selection); M/S: Katie/Anmar; approved by consensus;*

3. Emergency Preparedness updates (Rana)

- a. *Building marshal recruitment - Rana noted Daryl requested building marshal volunteers, so Katie sent a call-out to all classified professionals seeking volunteers; at minimum, we should have 1-2 building marshals per building;*

4. Replacing Classified Senators who are not in good standing (Rana)

- a. *Rocky was unable to attend Classified Senate meetings in the past year, so he was no longer in good standing, per our bylaws; in addition, Layla is unable to continue to serve on Classified Senate, so we now have two Senator vacancies; Dana Mints volunteered to serve as a Senator; Rana noted this is a good opportunity to recruit for the second vacancy; she will reach out to Rebecca and Belle to see if they would be interested in serving*

5. Classified Senate Logo (Rana)

- a. Update from Michael Navarre and Michael Delgado ([link](#))
 - b. Using funds raised to purchase \$15-20 t-shirts for Classified Senate members to increase visibility of Classified Senate (purchase previously approved via email)
 - c. Updated Cuyamaca College brand guidelines ([link](#))
 - d. *Rana has been in communication with Michael N. and Michael D. to incorporate the Cuyamaca College coyote, which is sponsored by Athletics; Michael N. Noted we have approval from Athletics to use the coyote; Classified Senate requested to only include the works "Cuyamaca College Classified Senate;"*
6. **Foundation 2024-2025 Innovation & College Support Mini Grants Application** (Rana) ([link](#))
- a. Applications for up to \$1,500 to fund a student-centered project are due 4pm on September 27, 2024
 - b. **Action: Review draft proposal from Sober Student Support Club** ([link](#)) - *Rana noted ASG supports a limited budget of \$100 per student club; the Sober Student Support Club is applying for the full \$1,500 mini grant; Taylor Smith is the faculty advisor of this club; the E-Board reviewed this draft submission and Rana met with the student, sharing our recommendations to focus on student outcomes in the application, correct a few typos to help strengthen the application, and provide clarification about the expenditures to clarify things like a dry bar, the purpose of the heat press (e.g., student club t-shirts to increase awareness of the club); Rana noted the student is making updates to this application and will ask Taylor Smith to review before submitting; the deadline is September 27th and all signatures are needed before the deadline; Rana noted only one student club approached us after our presentation at the ASG meeting where we offered support;*
7. **CCLC Actions Requested on AB 2088 & Federal Pell Workforce Legislation** (Rafael)
- a. Action to veto AB 2088 - *Rafael noted the bill was vetoed on 9/22; Rana asked what the bill was about; this was intended to give current employees priority in hiring; Dalea voiced concerns about the Personnel Commission assessment process; Rana will reach out to Classified Senate to draft a*
 - b. Action to pass Federal Pell Workforce Legislation - *Tabled*
8. **Reminder: Participatory Governance notes form** ([link](#)) (Katie)
- a. Notes submitted ([link](#))
9. **Committee and Council Information Updates:** (all classified representatives on local and district-wide governance groups)
- a. Cuyamaca College Council (CCC) - *Rana, Rafael, Michael, & Katie (proxy for Rana on September 10, 2024)*
 - i. CCC's prior year (2023-2024) Goal: "Promote increased and diverse engagement in participatory governance."
 - ii. DLR Facilities Assessment ([link](#))
 - iii. SHRs: [Science Lab Tech II, Biology](#); [Specialty Lab Tech II, Art](#)
 - iv. [Fall 2024 Enrollment Report \(2 weeks after term start\)](#)
 - b. Institutional Effectiveness Council (IEC) - *Rafael & Dana*
 - i. IEC's faculty co-chair is now Rachel Polakoski
 - ii. See Dana's notes ([link](#))
 - iii. Distance Education (DE) substantive change was approved by ACCJC ([link](#))
 - iv. IEC has two workgroups, which will meet monthly: Governance; Enrollment Management; *Rafael is part of the Enrollment Management workgroup, which is updating a student survey; Dana is part of the Governance workgroup*
 - c. Student Success and Equity Council (SSEC) - *Katie & Martha*
 - i. We need a classified representative from Instruction to serve on SSEC
 - ii. SSEC's faculty co-chair will be identified soon; Jasper Sussman and Theresa Carlson volunteered
 - iii. Article: Student Success - 3 Big Questions ([link](#))
 - d. Budget, Resource, and Operations Council (BROC) - *Anmar*

- i. Formerly ROC; *they approved the name change at the last meeting; the committee charge also changed to include budgeting; Anmar needs a proxy for October BROC meetings;*
- e. Program Review Steering Committee (PRSC) - *Rafael, Taylor, & Belle*
 - i. PRs and Annual Updates will be due to Deans November 15, 2024; authors will submit via Nuventive Improve ([link](#)) - *Taylor noted PRSC received a demo of Nuventive; they reviewed a timeline and their charge and composition for new members*
 - ii. IESE holding Instructional and Student Services data workshops for Program Review authors; register through the VRC ([link](#)) - *Rafael noted he will be holding workshops for Instructional departments and Katie will hold workshops for Student Services departments*
- f. Faculty Hiring Priorities Committee (FHPC) - *Vacant*
 - i. We need a classified representative to serve on this committee
- g. Classified Hiring Priorities Committee (CHPC) - *Rana, Anmar, & Dalea*
 - i. We need a classified representative from Administrative Services/Support to serve on this committee; *Rana noted there is also a vacancy for an Administrator; Dalea noted the Fall meetings are focused on*
- h. Teaching and Learning Committee (T&LC) - *Veronica, Amber, & Katie*
 - i. Flex Week Legislation Feedback - comments due October 21 ([link](#))
- i. Facilities and Sustainability Planning Committee (FSPC) - *Michael*
 - i. We need a classified representative to serve on this committee
- j. Outcomes and Assessment Committee (OAC) - *Rebecca - no update*
- k. Online Teaching and Learning Committee (OTLC) - *Amber*
- l. College Technology Committee (CTC) - *Michael, Rafael, & Amber*
 - i. *Rafael noted he is no longer able to serve as the proxy for Stephanie while she is on leave; we need another individual to temporarily serve as the Administrative Services Classified Rep until Stephanie returns;*
- m. Open Educational Resources Committee (OER) - *Martha*
- n. Student Services Leadership Advisory Team (SSLAT) - *Belle, Rana, & Dalea*
 - i. Human Resources (Katie Borts and Denise) came in to speak about how to complete Student workers hire forms, and reviewed specifics of the forms
 - ii. DSPS-specific conversation regarding units student is taking to be considered for work is individualized to each student and should be noted when hire form is reviewed (DSPS memorandum to be attached)
 - iii. For CalWORKs students- hire form good for the whole academic year.
 - iv. Announcement: Disability Awareness week/Wheelchair Basketball Game -October 23, 12-1pm
- o. District Executive Council (DEC) - *Katie (proxy for Rana on September 9, 2024)*
 - i. See Katie's notes ([link](#))
 - ii. Draft Camera Operating Protocol ([link](#))
 - iii. Constituent reports to the Governing Board: deadlines extended [link](#) to Friday before Governing Board meetings
 - iv. IEPI Innovation & Effectiveness Plan update: updated governance handbook coming soon
 - v. EEO Plan Update: Title IX, EEOAC charge and composition development
 - vi. AB 928 budget (\$560,000) and implementation plan was reviewed ([link](#))
 - vii. Barbara provided updates on the Financial Aid project
 - viii. The Public Safety group will shift to an operational group, chaired by the AVC of Facilities & Public Safety; DEC will continue to serve as the policy body for Public Safety & Emergency Preparedness

- ix. Chancellor's Forum at Cuyamaca College is tentatively scheduled for September 26th, 10:30-11:30am
 - p. Districtwide Budgeting Council (DBC; formerly DSP&BC) - *Katie (proxy for Rana on September 9th)*
 - i. See Katie's notes ([link](#))
 - ii. 2024-2025 Adoption Budget: \$141.3M funding projected from Student-Centered Funding Formula (SCFF), which is stability funding
 - iii. Health benefits rates comparison ([link](#))
 - iv. STRS and PERS rates comparison ([link](#))
 - v. Fall 2024 Enrollment: GC has an unduplicated headcount of 14,665 students (13.3% increase since Fall 2021); 8,777 at CC (19.3% increase since Fall 2021); Fall 2024 resident FTES at GC is up 21% since Fall 2021 (4,734.86), and it is up 24% at CC (2,457.20)
 - vi. SHRs: GC Athletic Field Maintenance Worker, Senior (CL-00101); GC BCS Supervisor (SU-00007); GC EOPS/CARE Program Specialist (CL-00483); GC Learning Assistance Center Specialist (CL-00446) in ARC
 - q. District Student & Institutional Success Council (SISC) - *Amber*
 - r. District Human Resources Advisory Council (HRAC) - *Katie*
 - i. Changes in job descriptions: Title 5 §53602 - Advancing DEIA ([link](#))
 - ii. HRAC/HRC charge and composition changes ([link](#))
 - iii. EEOAC charge and composition development ([link](#)); EEOAC will continue the work of the Equity in Employment Taskforce, and will report to HRAC/HRC in the participatory governance structure
 - s. District Technology Planning and Policy Council (TPPC) - *Amber*
 - t. Academic Calendar Committee (Katie) - *no meeting held in August or September*
 - u. Student Center Advisory Committee (SCAC) - *Rana*
 - i. We need a classified representative to serve on this committee; Rana volunteered to serve
 - ii. *Rana noted they reviewed the charge and composition at the September meeting; the Student Center Advisory Committee was previously led by the Vice President of Administrative Services, who oversees the Bookstore and Food Services; with the new Centers (Multi-Cultural Center, Queer Student Center, Career Center, etc.) and other spaces in the Student Center, this group has a broader focus, and the administrators who oversee these centers should be included as members or resources*
10. **Committee and council vacancies and term renewals** ([link](#)) (Rana)
- a. 1 Classified rep. needed for [BROC](#), [FHPC](#), [CHPC](#), [FSPC](#), [SCAC](#) for the Fall 2024-Spring 2026 term
 - b. 1 Instructional rep. needed for [SSEC](#) for Fall 2024-Spring 2026 term
11. **Classified Senate workgroups** (all workgroup members)
- a. 9+1 (Rana): Both Classified Senates approved adding the statewide 9+1 to BP/AP 2510; [redlined version of AP 2510](#); [presentation to Academic Senates and ASGs](#); awaiting clarification of "operational" and "governance" matters from Chancellor/Barbara/Kerry; *Rana noted she and Michele Martens met with the Chancellor and College Presidents to ensure all parties are receiving the information to help streamline the process; Rana and Michele expected the meeting to focus on district-wide participatory governance, but the meeting pivoted to focus on 9+1 instead; Michele noted the Classified Senate leaders wanted to meet with the CSEA Chapter 707 leaders to address any concerns about the 9+1 so we can move forward with this; we want to ensure classified voices are heard; the Cuyamaca College and Grossmont College Classified Senate E-Boards met with Ch. 707 leadership, and we added some verbiage before the 9+1 items to clarify that these will not interfere with working conditions or other matters that should involve the bargaining unit*

- b. Classified Community Care (Anmar, Dalea, Katie, Rafael, & Taylor): “You’re Pawsome” Classified Recognition; received 86 personalized messages as of 9/18/2024; [link to form](#)
 - c. Constitution and Bylaws update (Rafael, Michael, Katie, & Rana): *No update*
12. **Current GCCCD Personnel Commission Recruitments** (Rana) ([link](#))
13. **Search and Interview Committee Appointments** (Rana) - *No new appointments in September*
14. **Agenda items for the Classified Senate President’s meetings with District and Campus Leaders** (Rana)
- a. Request for agenda items for meeting with Chancellor Neault and Grossmont College Classified Senate President (date TBD)
 - i. 2025 Classified Professional Day Planning
 - ii. Classified 9+1
 - 1. Hold on 9+1 being added to AP 2510
 - 2. Understanding the blurred areas/outcome
 - 3. Update of district wide governance (operations and governance); clarify who is involved in discussions to define operational and governance matters
 - iii. Classified Senate release time/stipends
 - b. Request for agenda items for meeting with President Robinson (date TBD)
 - i. Classified recognition, and departmental recognition
 - c. Request for agenda items for meeting with VPSS Marron (date TBD)
 - d. Request for agenda items for meeting with VPI Machado-Tyler (meets as needed) - *tabled*
 - i. Discuss future fitness course offerings for staff, contact Debi to schedule a discussion for future fitness courses
 - ii. Discuss classified involvement in the strategic enrollment management work
15. **Cuyamaca College Classified Senate’s written reports to the Governing Board** (Katie)
- a. Please upload any pictures and submit event descriptions for our **October** Governing Board report into [this shared Google Folder](#) by Wednesday, September 25th this will contain events involving classified employees between 8/22/2024-9/25/2024, and be included in the October Board Docket

Classified Employee Recognition

- 1. **Classified “You’re Pawsome” Messages** (Community Care Workgroup Members)
 - a. Community Care Workgroup members (Stephanie, Taylor, Katie, and Dalea) drafted message, submission form ([link](#)), and purchased small gifts to celebrate/recognize/thank classified professionals over the summer and help Classified Senate continue our fundraiser
 - b. Classified Senate provided approval to authorize purchase of up to \$300 in materials (cards, small gifts) via email on 5/28/24
 - c. Raised \$490 as of 9/18/2024 ([link](#))
- 2. **Above & Beyond Departmental Award** (Rana)
 - a. After our discussions with Jessica, Victoria, and Bri during our May Classified Senate meeting, Classified Senate Executive Board drafted formal proposal and shared this with Jessica ([link](#))
 - b. Jessica would like one campus-wide award instead of separate awards for each unit (Instruction, Student Services, and Administrative Support)
 - c. Addressing no 2023 department awarded and 2024 is still pending
 - d. *Rana noted the President is taking the lead on this, expanding to the entire campus community;*

Professional Development

- 1. **Classified Professionals Day 2024 Survey Results** (Katie) ([link](#))
- 2. **2025 Classified Professionals Day Planning** (Rana)
- 3. **Professional Development for Classified** (Rana)

- a. Previous PD topics identified by Classified Professionals and Classified Senate
 - i. Mindfulness series
 - ii. Physical health/fitness/wellness
 - iii. Emotional intelligence
 - iv. Improving campus culture and climate; building trust with community and/or colleagues
 - v. Identifying biases, microaggressions, and stereotype threat
 - vi. Effective, supportive, and equity-minded leadership
 - vii. Community of Practice (peer-to-peer informal discussions on improving practice)
 - viii. Resource: [2023 Professional Development Needs Assessment - Classified Results](#)
 - b. Potential Workshops:
 - i. Guided Pathways with Dr. Brenda Edgerton-Webster (tbd)
 - ii. Classified Senate Personality Assessment Workshop with Rafael Ayala
 - iii. Resume, Cover Letter, Tips, Workshop, and Headshots with Career Center (Fall 2024?)
 - iv. Yoga Wellness Session (VEBA)
 - v. Caring Campus training (pending Joint Classified Senate meeting action steps)
 - vi. Responding to Hate Crimes on Campus
4. **Updated Off-Campus Request Form** ([Forms Depot link](#)) (Rana)
- a. District-wide form updated in August 2024; reflects the new meal per diem policy; will add clarification about local travel limitations; *Rana noted the new meal per diem is \$60 for a full day of non-local travel, and receipts for meals are no longer required; clarification about meal reimbursements for local travel are forthcoming; Dalea noted she created a new employee checklist with all the forms needed to submit, with links to the relevant webpages ([link](#))*
5. **Upcoming events** (Rana)
- a. California Surgeon General, Safe Spaces: Foundations of Trauma-Informed for Educational and Care Settings for Youth (0-18 years old), free online, 2-hour training (in English & Spanish) ([link](#))
 - b. CSEA San Diego Field Office trainings:
 - i. Union Steward Training Level 1: Virtual Training will be offered in Spring 2025.
 - ii. Union Steward Training Level 2, Saturday, October 26, 2024
 - iii. Union Steward Training Level 3, Saturday, November 16, 2024
 - c. Chancellor's Forum at Cuyamaca College on September 26th, 9:00-10:30am ([link](#))
 - d. CSEA Chapter 707 MOU vote on Monday, 9/30 at 12:00pm (Zoom link forthcoming)
 - e. THRIVE Event: Addressing Burnout on Tuesday, October 1st from 4:00-5:00pm in B-365 ([link](#)); *Veronica noted there is also a "Welcoming Wellness" THRIVE Event on October 15th from 4:00-5:00pm outside between the G Building and Student Center;*
 - f. CCCC System webinars (typically held the first Wednesday of the month from 9:00-10:00am; [link](#))
 - g. 2024 CSEA Chapter 707 meetings ([link](#))
 - i. CSEA Open Office Hours every third Thursday at Cuyamaca, room F-615 from 11:00am-1:00pm ([link to schedule 20-minute session](#)); *Rana noted CSEA Chapter 707 leaders are also responsive via email if you have any questions*
 - h. 2024 Non-Profit Organization for Women of African Ancestry (NANDI) Conference in San Diego: October 3-4 ([link](#))
 - i. 2024 CCC Undocumented Student Action Week (USAW) October 14-18 ([link](#)) - *Shelly from EOPS is helping facilitate events at Cuyamaca College for USAW, and she encourages Classified Senate members to attend*
 - j. 2024 COLEGAS Conference November 4-6 in Sacramento, CA ([conference proposals link](#))
 - k. 2024 CCLC Executive Assistants Leadership Workshop November 19-20 in San Francisco ([link](#))

- l. 2024 Hispanic Association of Colleges & Universities (HACU) Conference November 1-3 in Aurora, CO ([link](#))
- m. 2025 National Conference on Race & Ethnicity (NCORE) May 27-31 in New York, NY ([link](#))
6. **Classified Senate's calendar of events** ([link](#))
 - a. Submit events to add to calendar ([link](#))

Parking Lot/Tabled Items:

1. **Accreditation** (Rana) - *tabled; Kim Dudzik and Bri Hays to potentially join a future meeting*
2. **Classified Senate fundraiser update** ([link](#)) (Taylor) - *tabled*
3. **Caring Campus** - *tabled*
 - a. Vision for Success ([link](#))
 - b. Behavioral Commitments ([link](#))
 - c. Student Engagement Campaign draft presentation ([link](#))
 - d. How have you supported student success this semester? ([link](#))
4. **Committee and council updates**
 - a. District-wide Public Safety & Emergency Preparedness Council (PSEP) - *Rafael (hiatus)*
5. **Classified Orientation** ([link](#)) - *tabled until we receive an update from the Teaching & Learning Team*
6. **Recognizing Classified Employees' Birthdays and Service Anniversaries** (Katie) - *tabled*
 - a. Form for classified employees to opt into being recognized
7. **CCCCO 2018-19 Professional Development for Classified Community College Employees Funds** (Stephanie, Katie, Taylor, & Rafael) - *Tabled; discussion with CSEA on hiatus*
 - a. [CCCCO Guidance Memorandum](#)
 - b. [Professional Development MOU Between the District and CSEA](#) - not fully executed in 2019; working on updating the MOU language
8. **Classified Senate Group Photo** - *tabled; pending logo and t-shirts*

Next Meeting

1. **Regular meeting:** October 22, 2024, at 9:00am, HyFlex in E-106

Adjournment: *Meeting adjourned at 11:02am*

Classified Senate 9+1

The role of classified staff members in making decisions at the District level is to participate in the development of recommendations to the Chancellor on issues that have or will have a significant effect on staff (California Code of Regulations and BP 2510 Participation in Local Decision-Making).

The following specific matters are identified as having a significant effect on staff and calling for staff contributions to decision-making:

1. Standards or policies regarding student support and success;
2. Districtwide governance structures, as related to classified roles;
3. Classified roles and involvement in accreditation process, including self-study and annual reports;
4. Policies for classified professional development activities;
5. Processes for program review, including area and unit reviews;
6. Processes for institutional planning and budget development;
7. Curriculum systems integrations and implementation;
8. Processes related to awarding degrees and certificates;

9. Institutional program development and implementation, as related to classified roles; and
- +1 Any other district policy, procedure, or related matters that will have a significant effect on Classified Professionals