



Classified Senate of the College of Alameda

ACTION MEETING MINUTES

Date:

Time: 12 PM to 1: 30 PM

Meeting Location: Room XXX / ZOOM

Occurrence of the Meeting: 2nd Thursday of Each Month, Except January

Meeting Chair(s): Kawanna Rollins, Classified President

Classified Senate Leadership: **Vice President:** Kawanna Rollins; **Secretary:** Vacant; **Treasurer:** Caitlin Gardner;

Classified Senator: Anna O’Neal, Lashawn Brumfield, Chevonn Herbert

Recorder:

Topic	Facilitator	Action	Materials
Purpose of Meeting: Classified Senate includes all members of the full-time Classified Staff and part-time permanent staff members. The College of Alameda Classified Senate represents the concerns and interests of the Classified Staff in participatory governance, collects, evaluates, and disseminates information for the classified staff, and promotes staff professionalism and development. The Senate is responsible for representing all classified in the participatory governance processes of the college and district (See: Education Code Section 70901.2, California Administrative Code Title 5 Section 51023.5). The Senate is responsible for appointing classified representatives to college and district participatory governance committees.			
1. Call to Order			
Reading of the Purpose of the Meeting			
Approval of Minutes & Action Items			
4. Approval of Agenda			
Reporting Committees (if applicable)			
6. Discussion Items			
7. Review of Action Items			
8. Future Agenda Items			
9. Future Meeting Dates			
10. Adjournment			