

# ***Classified Consultation Group***

## ***Special Meeting Minutes***

**10/14/19**

**2:00-3:00 PM**

**Location: CC 223**

**Attendees:** Liz Auchincloss (CPC Rep, Chair), Sherie Higgins, Mary Saragosa (CPC Rep), Beth Taylor Schott, Loren Mindell, Erik Erhardt, Valdas Karalis, Michael Gamboa, Sara Volle, Cheryl Brown (CPC Rep), Sally Gill, Regina Reese

### **1. Call to order**

### **2. Roll call**

### **3. Meeting Protocol Review**

### **4. Discussion Items**

4.1. Approve minutes from 09/30/19 meeting-minutes approved

4.2. Discuss CPC Agenda 10/15/19

**4.2.1.** Board passed Equity Plan 4-3 vote. There will be a new staffing request form for hiring staff. Lyndsay will present a second reading of the Facilities Master Plan. Helen Benjamin will present next steps in the College Diversity and Inclusion Plan. CCG members commented that there should be a way to make our voices heard to the Board regarding lay-offs. The discussion is not just about saving people's jobs-but about serving students. The BOT is having a special meeting to discuss classified taking the SRP by December 3, and faculty, classified, and managers taking it by June 30, 2020.

4.3. Facilities Master Plan Report-Lyndsay Maas

**4.3.1.** Lyndsay presented the final draft that will go to the BOT in November for approval. The Master Plan Report is an 80 page documents that links to the Educational Master Plan. The plan describes buildings we already have and their current condition. There are two pages for each primary building and includes information about building infrastructure and facility cost estimates. Sara asked about building ratio percentage on first page. Lyndsay will add to the glossary definition of the ratio and put it in perspective to other ratios. It was suggested to enhance the overview section to describe buildings better and include which programs are using each building. The plan includes modular buildings and buildings on the Schott and Wake campuses. The report includes a Red/Green/Yellow chart

listing buildings in order of need-immediate need, moderate need, and low need. There is also a Potential Bond Projects Page and it would cost over 100 million to accomplish everything on the list.

#### 4.4. Budget Reductions and Enhancements Special Committee Report

**4.4.1.** CPC has appointed a sub-committee to review the survey results from all governance groups. The sub-committee will then make a new survey that will be sent out to all the governance groups. The new survey will include expense and revenue lists consolidated from the previous surveys. Survey participants will prioritize the items on each list. The results of this survey will be presented to CPC at the November 5 meeting. Sherie, Mary, Beth and Liz are on the Budget sub-committee. Jason Walker and Patricia Stark chair this committee.

5. Next regular meeting –Next CPC is November 5. We may be able to meet on November 4 2019 at 3:00 p.m.
6. Adjournment at 3:00 p.m.