

Present: Trenton Beamon (CECI UAC), Suzanne Cohrs (ELC), Rita Cooper (CECI Dean's Office), Mark Hoffman (CECI Dean's Office), Mei Mah (CEP), Lynnea Santoyo (LEFT), and Rayshena Wilson (SCCJLS)

Absent: Jason Cronkrite (OCA), Quincy Williams (SCLD),

1. Minutes for November 17 were unanimously approved.
2. Operations – Voting Structure
  - The committee approved of Consensus Voting or Consensus Decision Making moving forward.
3. Representation
  - Does this current representation make sense? Several concerns were discussed.
    - Several units only have one staff member to choose from.
    - Unit vs. position representation? Or by floor?
    - Different focus between AP and PSS?
    - AP has a university-level committee while PSS has a union.
  - If the committee would decide to make any changes regarding representation to the bylaws, approval would need to be brought to the college for a vote. Voting happens in March typically.
  - A possible creation of a sub-committee to craft options on representation.

**Action Item: Lynnea will create a Google document so all committee members can add their comments. Be ready to discuss at the next meeting.**

4. Staff Awards
  - What exactly is the staff committee's responsibility in regards to staff awards?
    - Overall, CACC is responsible for the creation of the awards and the processes.
    - The staff committee can make recommendations to CACC on any staff-related awards.
    - The Staff committee ultimately decides on who receives the staff award(s).

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### Upcoming Meetings

Thursday, January 19 – 303C DEV

Thursday, February 16 – 303C DEV

Thursday, March 16 – 303C DEV

Thursday, April 20 – 303C DEV

All meetings will be held between 2:00 to 3:00 p.m.