Members Present: James Snead, Rasmita Dhruv, Mario Giraldo, Kelly Winkleblack-Shea, Anthony Ratcliff, Boris Ricks, Que-Lam Huynh, Leta Chow, Tiffany Newton, Michael Carter, Christina Brown, Henrik Minassians, Joy Bartley, Sheila Grant (Chair)

Members Absent: AnnMarie Morlett (excused absence), Anita Simon (excused absence), Gabriela Chavira (excused absence), Wendy Ashley (excused absence), Moshoula Capous-Desyllas (excused absence), Miriam Neirick, Cynthia Harris

I. Call to Order at 2:00 pm

II. Unanimous Approval of Minutes of December 3, 2012 Meeting

III. Announcements:
- Reminder to watch the video on CSUN main webpage: Think CSUN: Racism and Its Subtler with Dr. Virginia Huynh, Child and Adolescent Development, discussing her research on microaggressions.
- Proposal for setting up moodle page for ease of access for members to retrieve CCC materials mentioned & briefly discussed

IV. Brief Discussion of Main Problems with CSBS Climate (College & Departments)
- Salary/no raises plus Increased Workload
- Disrespect
- Interpersonal Communication leading to Confusion
- Antiquated Title (Secretary)
- Staff being asked to proctor exams for faculty when staff contract prohibits
- Friction between Different Groups
- Disconnect & Variability Different Experiences (+/-)
- Difference in way certain departments are treated
- There needs to be a system in place that provides critical feedback to all employees, from President on down, that involves transparency.

V. Brief discussion: On expressed concerned by some faculty on confidentiality within CCC; Confidentiality Pledge and it’s previous unanimous agreement was reiterated by CCC chair
VI. **Brief discussion:** On need for a CSBS Climate Committee webpage to increase presence, transparency, and receptivity to hear faculty and staff concerns.

VII. **Status Report from Subcommittees:**

- **Staff-Faculty Communication** (*Anthony, Michael, Christina, Rasmita, Kelly, Leta, Cynthia*): Subcommittee has NOT met yet, but will meet before next CCC meeting and provide a progress report at that time.

- **Workload Committee** (*Tiffany, Kelly, Miriam, & Mario*):

  **Presented by Tiffany Newton**

  The following ideas or action items were discussed and moved forward by the subcommittee as a result of our meeting yesterday morning:

  - Implementing a feedback mechanism that would encourage open (and public) dialogue about all members of the college: staff, faculty, department chairs, deans and the president.
  - Encouraging leadership, specifically department chairs, to address issues and problems on an ongoing basis.
    - Create or implement training to help chairs and administration be more effective and equitable managers.
  - Identifying and/or creating incentives for faculty and staff to improve morale and award job performance.
    - Ideas:
      - Funds for professional development for faculty/staff
      - Free campus gym membership
      - Lower parking costs
  - Looking into the feasibility of reducing workloads:
    - Reducing course load of faculty from a 4/4 to a 3/3.
    - Reducing workloads for staff by:
      - Communicating to faculty and staff the duties, tasks and workloads of department support staff. Then create a system to request reasonable administrative support.
      - Supporting in range progressions or reclassifications where appropriate.
      - Backfilling empty positions.

- **Privilege Committee** (*Gabriela, Anthony, Wendy, Anita*): Subcommittee has NOT met yet, but will meet before next CCC meeting and provide a progress report at that time.

- **Assessment-Qualitative** (*Moshoula, Rasmita, Kelly, James, Boris*): Subcommittee has NOT met yet, but will meet before next CCC meeting and provide a progress report at that time.
• **Assessment-Quantitative** (Que-Lam, Henrik, Rasmita, Sheila): Subcommittee met morning of Friday, 2/15/13, and decided it was necessary to wait upon the results from the Qualitative subcommittee before the Quantitative subcommittee can design an appropriate survey that would touch on the most important qualitative themes discovered. Rasmita Dhruv and Henrik Minassians volunteered to move over to the Qualitative subcommittee to assist those efforts until the Quantitative subcommittee reconvenes.

• **Mission Statement** (Joy, Tiffany, AnnMarie):

Two options were presented by Joy Bartley:

Option 1:
The CSBS Campus Climate Committee exists to enhance the work and learning environments of faculty, staff, and students with a focus on improving the interactions between all levels of the college and promoting the respect of individuals and groups. Our goal is to help improve the climate at CSUN and affirm the value of each member.

In order to support this mission, the committee will:

- Provide a safe space and forum for all members of the college to give a voice to the issues that are impacting their academic and professional lives without fear of reprisal
- Analyze issues and collect information to determine the appropriate method to address said issues in a fair and equitable manner
- Implement symbolic and concrete actions that address the needs of our community and foster the systemic change necessary to positively impact the lived realities of those within our college

Option 2:
The CSBS Campus Climate Committee exists to improve the work and learning environments of faculty, staff, and students by integrating equity, diversity, and inclusion into all aspects of our college to improve the climate at CSUN and affirm the value of each member.

In order to support this mission, the committee will:

- Provide a safe space and forum for all members of the college to give a voice to the issues that are impacting their academic and professional lives without fear of reprisal
- Analyze issues and collect information to determine the appropriate method to address said issues in a fair and equitable manner
- Implement symbolic and concrete actions that address the needs of our community and foster the systemic change necessary to positively impact the lived realities of those within our college

• **Action:** Option 1 received the majority vote, with one member preferring Option 2; Option 1 thereby approved as the official mission statement for the CCC

VIII. Meeting Adjourned at 3:05 pm