

Classified Employees Council Monthly Meeting Minutes

Date: September 25, 2008

Time: 2:00 p.m.

Place: Washington Street Campus, Private Dining Room 106

Members Present: Holly Hicks, Felicity Swann, Mike Jager, Corey Willis, Catfish Evans, Suzette Overstreet, Dave Snelson, Gina Garrett

Members Absent: Connie deJesus, Tina Maloney, Lissa Merchant

Meeting called to order at 2:05 p.m. by Holly Hicks.

Presidents Report: Dr. Matney was not available.

Topic Pirates in the Canyon

Information/Discussion

Tracy Dougherty, executive director of the Amarillo College Foundation Office, spoke about their annual fundraiser, "Pirates of the Canyon". This is to benefit the Amarillo College Foundation Scholarship fund. The Foundation Office's donors make donations, so there is no entry fee for the public. Last year, the Foundation raised \$39,000 for student scholarships. The event will be October 24 and 25th. Activities will be held at the Tradewinds airport, if weather conditions allow. It will be a smaller version of the annual hot air balloon festival held in Albuquerque. The first year of the event, there were only 6 balloons. Last year, we had 16 balloons, and this year, 30 balloons are scheduled. A balloon "glow" will be held Friday evening. According to Tracy, it is very cool to see. There will be a balloon lift off early Saturday morning and another Saturday afternoon, in addition to an afternoon full of fun for kids and grown ups. There will be t-shirts and refreshments served. Some balloonists may even allow you to get in their gondolas and ride. Joy Brenneman also attended and explained volunteers are needed to help with parking. There will be 3 hour shifts. Volunteers receive a free t-shirt. A sign-up sheet was passed. Tracy encouraged everyone to spread the word.

Topic Board of Regents Meeting for the month of September

Information/Discussion

Holly Hicks presented.

"Meeting was called to order by Michele Fortunato, and she welcomed everyone to the meeting. Michele also asked if anyone had public comments. The invocation was given, and August's minutes were approved.

Justin Lawless gave the Student Government Association report. Fallfest is this Thursday, and this year's theme is the 80's. The Distinguished Lecturer will be John Walsh, host of America's Most Wanted; they will have it on November 11th. Tickets will go on sale in October. Texas Regional Student Government Association will be in October. SGA is starting to work on a fundraiser.

Danita McAnally talked about the Strategic Plan Update. There were eleven goals on the Strategic Plan. We now have seven. She went over the seven goals we have now.

Bruce Cotgreave and Richard Shriener did the Bond Construction Update. Bruce mentioned that they will be starting the Chiller Plant project next week. The Science Lab will start October 6th. All of the budgets are in alignment. Then, Richard Shriener talked about the new Nursing and Allied Health Building project. He showed blue prints and a film of what the West campus building will look like once it is built. Bruce and Richard showed a blue print of Building B on West Campus. The plans are for it to be completed by 2009 fall.

Damaris Schlong talked about the Education Report - PRO (Pursuing Real Opportunities). She also had a presentation about PRO. This program is to help reach the community, unemployed, and students to let them know skilled trades are valuable. PRO has a website; it is www.pro2today.com. It will go live January 2009.

Jack Stanley talked about the proposal to offer certificate and associate of applied science degrees in Wind Energy. Dr. Paul Matney talked about the history of this program. Jack discussed the courses that were needed for this program. The Board approved the program. Now, it has to the Coordinating Board to be approved in order for Amarillo College to have the program.

The Amarillo College Benefit Program (ACBP) had an external audit. It was completed, and it was a clean audit. The Consent Agenda was approved.

Linda Hendrick notified the Board of the emergency purchase of the East Campus phone switch. It was done because the existing phone switch died. It was already in the plans to have it switched, but not this soon.

The Board approved the financials from the financial report given by Terry Berg.

Dr. Paul Matney gave the President's Report. He talked about the Common Reader, and Rick Bragg will be here October 7th at the Globe News Center. He also mentioned Emergency Preparedness Training is going on this week.

The Regent's report was given. Then, meeting was adjourned."

Topic Approval of August Minutes

Information/Discussion

CEC Minutes were not ready for approval

Topic Ask It Basket

Information/Discussion

Manuel Luera's request to stop the volume of paper that is sent to employee mailboxes was discussed. The committee agreed we need to communicate, and all employees have the right to receive information. This question will no longer be researched.

David Snelson's question about the use of social security numbers on campus documents is still being researched with HR. This will be discussed at the next meeting.

Mike's submission concerning the college policy of driving a college vehicle while talking on a cell phone was discussed. Only full-time Amarillo College employees on the approved list may drive the college vehicles. To be placed on the approved list, the employee must have a clean driving record. Mike looked at other community college websites that had driving policies. Dave agreed no one should drive while talking on a cell phone, due to the unnecessary distraction it causes. Mike stated it's a personal risk if you are the one to cause the accident. Dave continued that if it's in our policy to not allow workers to drive while talking on cell phones, and a person was involved in an accident for that reason, Amarillo College would not be responsible for the accident, since the person was acting against the college's policy.

Topic CEC Vacancy

Information/Discussion

The rules of the CEC state we must have representation from each campus. Due to the fact that we currently have members from Washington and West campuses, Holly will inquire specifically with East campus for possible candidates to fill Paula's position.

Topic CEC E-mail

Information/Discussion

Holly passed out copies of the CEC email to classified employees. She requests members send comments/revisions to her by Wednesday, October 1st.

Topic Pinning ceremony

Information/Discussion

Mike, Corey, and Gina will host the next employee pinning ceremony on Friday, October 17th. The Administrator's Association asked we notify recipients 3 weeks early, instead of 2 weeks, to allow for scheduling conflicts and best attendance.

Topic SECC (State Employees Charitable Campaign) Chili Cook-off

Information/Discussion

Holly is continuing to check with David White, AskAC Information Support Assistant about this. Gina reminded us the IRS limits 2 fundraisers a year for non-student organizations. More information will be given at a later time.

Topic Christmas party

Information/Discussion

Holly explained the CEC's December 4th meeting will be a Chinese gift exchange. All committee members bring a small gift and will draw numbers. Members will have the opportunity to choose a gift from the pile, or take a gift from another member. Holly encouraged everyone to think of this, and it will be discussed later.

Topic Miscellaneous/Open discussion

Information/Discussion

Holly gave all members copies of the tentative 08-09 volunteer schedule to attend Board of Regents' meetings and organize pinning ceremonies. Gina shared she will be a grandmother again.

Adjourned

3:02 p.m.

Next meeting October 30, 2008