

**Classified Employees Council  
Special Meeting Minutes**

**Date:** May 11, 2009

**Time:** 2:00 p.m.

**Place:** Washington Street Campus, Private Dining Room 106

**Members Present:** Holly Hicks, Corey Willis, Catfish Evans, Dave Snelson, Rebecca Archer, Nola Bartling, and Gina Garrett.

**Members Absent:** Lissa Merchant, Connie deJesus, Mike Jager, Kathy Wheeler, and Felicity Swann

**Others Present:** Lynn Thornton and Brenda Bussey

Meeting called to order at 2:02 p.m. by Holly Hicks.

**Topic** Ask It Basket  
**Information/Discussion**

Lynn Thornton from HR was invited to a special meeting of the CEC to follow up on Dave Snelson's question regarding the required use of social security numbers on campus documents.

Lynn reiterated that social security numbers are not required on most HR forms, except where required by law. He also said that there has been an attempt to look at all existing HR forms to try to "sanitize" them by removing the use of Social Security# and adding the use of Colleague ID#s.

He was made aware of the anonymous employee's situation regarding the required use of his/her SS#. He was also notified of the fact that the employee felt that they were in danger of being fired if they refused to use their social. The employee in question was also afraid that if they went to HR their supervisor would retaliate in some way.

Lynn's suggestion was that we again encourage the employee to go to his office to speak with him confidentially. He stated that he could not help the person if he did not know who it was and would in fact be able to help guard the employee against retaliation because of this issue.

The ball is now in the employee's court so to speak.

Brenda Bussey from HR was invited to attend in order to address the following:

1. Questions were raised concerning "privacy" issues regarding pay raises being mailed through inter-campus mail on only a folded over paper with one staple.
2. Also there was an inquiry as to whether or not the information from the employee pay advises could be put on line in an employee's WebAdvisor account instead of being sent through inter-campus mail only to be thrown away.

Regarding the first issue, Brenda said that "privacy" was a mute point because AC salaries are open records and are open to the public. Lynn agreed. He said that all one has to do to find out

someone's salary is to submit an Open Records Request through Terry Berg, and with his approval, they are able to attain that information.

Regarding the second inquiry, Brenda stated that she did not know if we had that capability, but has scheduled a meeting with Terry Kleffman to address some of the employee needs in WebAdvisor.

Adjourned

3:00 p.m.

Next meeting May 28, 2009