

**CLASSIFIED EMPLOYEES COUNCIL
OCTOBER 28, 1999
SUMMARY**

Present: Bobbie Glasscock, Alan Greer, Sharon Hemphill, Jamey Neill, Jeanette Nelson, Debra Russell, Mart Self, Beverly Vinson

Absent: Tommie Ausbrooks, Lesa Merritt, Carol Moore, Kim Thompson

Retreat Report

The gift donor letters have been printed and are ready to mail out. Bobbie will send out thank you notes to the retreat speakers and others who helped make the retreat a success. The CEC and PDC evaluations were compiled and the results were distributed. The results were very favorable. The averages were high and the comments were positive. Most of the expenses have been turned in. The total expenses were within our budgeted amount.

Minutes

The distribution of CEC Minutes and Quarterly reports was discussed. In the past, both were printed and distributed through the mail room. The council has received suggestions and has considered options of whether to continue printing, or send both documents through email. A proposal was made to email both the CEC Minutes and the Quarterly reports with a header stating, "Supervisors - Please post or distribute copies to your employees who do not receive email." The proposal was seconded and approved by the council.

Thank You Note

A thank you note was received from a recent pin recipient. It was distributed to all council members to read.

Classified Salary Committee/Constitution

Bobbie reported that she had met with the Classified Salary Committee. Since they had been operating as a sub-committee of the CEC, they decided that there should be permanent representation from the CEC on the CSC. It was decided that the Vice-Chair from the CEC should be that representative.

The council discussed this suggestion at length. It was proposed that the Vice-Chair and one other CEC member be members of the Classified Salary Committee. The motion was seconded and approved by the council. This proposal will change the Vice-Chairman's duties in the CEC Constitution. The final wording changes to the constitution will be presented for voting in the January meeting.

Questions

A question was received on commercial vendors on campus. It will be forwarded for a response.

A previous question about the AC Print Shop was returned with a response. After reviewing the response, there were additional points raised. This question and response will be put on a future agenda to review again.

A question was turned in about employee evaluations. It will be forwarded for a response.

A question was asked about the recent pay raises received. It will be forwarded for a response.

Board of Regents Meeting Report

Two special reports were presented, one by Bell Helicopter and the other by the Natural History Museum. The Board was pleased with both reports, asking several questions of each group.

The bridge lettering project is not complete yet, there are several differing opinions to be resolved.

Administrators reported that the HOSTS Christmas project needs more people to participate. The Faculty Senate presented a proposal to help the traffic problem under the bridge. SGA reported on the Halloween Carnival, Legislators Reception and their retreat.

Dr. Williams Joins the Council

The council gave a report on the retreat and gave Dr. Williams a copy of the responses received.

Panhandle Information Network, who is AC's internet provider, will be discontinuing service in mid January. They served several entities in the panhandle, including colleges, libraries and hospitals. At this time it is planned to move the hub to Region 16. The ITS Division is currently working on options to continue our internet service.

Dr. Williams relayed a request from the Board of Regents to the employee groups. They ask that reports contain a major topic of discussion, or a specific report, instead of a listing of activities. They are very interested in what is going on at the college. A good example for the CEC would be the upcoming meeting with Personnel on Employee Evaluations.

It was noted that there have been changes in the Beneficiary/Survivor Plan. Neil Moseley has emailed the information on the changes to the Everyone group.

The Legislative Reception is scheduled for November 4, from 3:30-4:30. Bobbie has sent out an email to the Classified Employees reminding and inviting them to attend.

Because we know the amount of our funding available for next year's budget, the process will be starting earlier than it did last year.

The general format of the Board meeting is being changed to a consent calendar. The majority of the items discussed will be grouped together and approved together. If there are concerns or questions, that specific item will be held until the end of the meeting for further discussion. The Regents hope this will help the meetings flow smoother.

Other Discussions

It has come to the attention of the council that many classified employees do not know our meeting schedule. We will email our meeting dates to the classified employees. We will also email a copy of our CEC Constitution to them.

Gary Waren or Don Acrey will be invited to the November meeting for discussion of questions received and other questions the council has.

Next Meeting

Wednesday, December 1
1:30 CUB Board Room
Regular Council Meeting