

**CLASSIFIED EMPLOYEES COUNCIL**  
**June 26, 2003**  
**Washington Street Campus, LIB112**  
**MINUTES SUMMARY**

**Present:** Angie Alvarez, Brenda Andrews, Susan Brown, Margie Clements, Rhoda Key, Dora Ramos, Claudia Robinson, Billy Touchstone, Mike West

**Absent:** Angie Kleffman, Trey Merritt, Janie Roach

**Item 1: Call to Order**  
The meeting was called to order at 2:00 pm.

**Item 2: Dr. Bud Joyner Joins the Council**  
A correction in the minutes from the May 29<sup>th</sup> meeting was brought to the council's attention. They should state that a presidential candidate should be chosen by August 1<sup>st</sup>. There are about 30 qualified applicants and the committee will begin meeting to choose 7 to 12 finalists, references will be checked and interviews will be held the last week in July. Forums will also be held, similar to the last presidential search.

The budget overview will be presented to the Board on July 8<sup>th</sup>. Insurance and cuts have been severe. Co-pays and deductibles will stay up, and they are working on insurance for employees who do not work 40 hours per week. 9-month employees will hopefully be considered full-time. No changes to the retirement requirements – a total of 80 between age and number of years worked, or age 65 and 10 years worked. There is a 90-day waiting period for new employees for the insurance program. The college will be required to pick up the remainder of the insurance for Physical Plant employees, which is close to \$400,000 per year.

Dr. Joyner addressed the question to the committee whether we would prefer a cost of living increase or have the money go back to the institution. The majority of the council agreed to give a cost of living increase to the employees, especially the lower paid employees.

The budget suggestion responses have been added to AC&U.

Brenda Andrews suggested that a probation period be given to new employees regarding the use of employee scholarships. This issue will be discussed further.

**Item 3: Approve Minutes**  
Minutes of the May 29, 2003 meeting were not approved per Dr. Joyner's corrections.

- Item 4: Member Expectations and Appendix A to Constitution**  
Each council member received a copy of the member expectations. An appendix to the constitution was created and voted on by the present members. It was voted unanimously to add Appendix A to the Constitution. Billy Touchstone suggested that all council members record any issue that is brought to them by a classified employee.
- Item 5: Suggestion Box at East Campus**  
Dora Ramos suggested that East Campus has its own suggestion box for the employees at that campus, due to the lack of supervisor support for the CEC. The council discussed it and agreed that only one suggestion box should be used. Claudia Robinson suggested that David Hernandez be invited to our next meeting as well as Dr. Joyner to advise the council on problems that supervisors at East have with employees making suggestions to the CEC. Both Dora and Billy Touchstone will advise East Campus Classified employees who want to make suggestions to the CEC do so by personal email or postal mail, until the issue is resolved. The committee will also discuss the lack of support from supervisors for employees to attend college-wide functions, such as Badgerama, with David Hernandez.
- Item 6: Committee Assignment, Board Meetings, and Pinning Ceremonies**  
Susan Brown volunteered to serve on the Outstanding Administrator's Award selection committee. Mike West volunteered to attend the July 1<sup>st</sup> Executive Committee/Budget Overview presentation. CEC members signed up for the next year's pinning ceremonies. Rhoda Key will attend the July 8<sup>th</sup> Board Meeting/Budget Presentation. Trey Merritt was contacted by phone and will attend the August 26<sup>th</sup> Board of Regents meeting.
- Item 7: July Pinning Ceremony**  
Angie Alvarez asked each CEC member to bring a box of cookies for the July Pinning ceremony. It will be held on July 31<sup>st</sup> at 2:00 p.m.
- Item 8: Parking Permit Suggestion**  
The council discussed the parking permit suggestion submitted by Jacky Campbell, and agreed that it would be unfair to students, that employee parking is a privilege of AC employees. It was also discussed that visitor parking could be used by his wife, and that other arrangements could be made.
- Item 9: Miscellaneous**  
Each member received a list of current members and their phone extensions. Also included in each packet was a copy of the memo sent to Bobbie Glasscock stating who was nominated to serve on various councils and committees by the CEC members for the next term.
- Item 10: Next Meeting**  
2:00 pm, Wednesday, July 30, 2003, East Campus, Room TBA

**Item 11:      **Adjournment****  
The meeting adjourned at 3:50 pm.

Respectfully submitted,

Angie Alvarez, for Janie Roach, Secretary  
Classified Employees Council

Rhoda Key, Chair  
Classified Employees Council