



**Classified Employee's Council
Monthly Meeting
Minutes**

Date	Thursday, October 23, 2003
Time	3:00 p.m.
Place	WSC, CUB Private Dining Room
Members Present	Katie Ahlbom, Angie Kleffman, Billy Touchstone, Brenda Andrews, Rhoda Key, Mike West, Angie Alvarez, Dora Ramos, Margie Clements, Janie Roach
Members Absent	Susan Brown, Trey Merritt

Topic	Discussion / Information	Action to be Taken, Decision, Recommendation, Timeline
Approve minutes from September 25, October 1, and October 7 meetings	None	Angie K. made a motion to approve the minutes as written. Angie A. seconded the motion.
Greet new member on council – Katie Anlbom	Rhoda introduced Katie Anlbom as the newest member of the CEC. Katie is replacing a vacated spot on the council by Claudia Robinson.	None
Nominate and elect new secretary	Rhoda stated that due to added work responsibilities, Janie Roach requested to step down as Secretary of the CEC. Rhoda asked for volunteers, nominations, or votes by members present. Dora Ramos volunteered for the Secretary position.	Members approved the appointment of Dora Ramos as new Secretary of the CEC.
10 year picture update from Angie Kleffman	Angie stated that she, Rhoda, and Janie as CEC representatives met with Dr. Joyner to propose a resolution for getting the Classified Picture wall updated. Angie submitted the proposal (attached as part of these minutes) for CEC members to review. She added that upon approval from the CEC, she will	CEC members present unanimously approved the proposal and thanked Angie for hard work and effort on this project. Angie will submit the proposal to Dr. Jones, the Faculty Chair, Administrators' Association Chair, College Relations Director, College Relations Photographer, and Dr. Joyner. Angie will report back to this committee of any

	submit the proposal / recommendation to Dr. Steven Jones for his consideration.	feedback.
Update from Billy Touchstone on ATM Machine at East campus.	Billy stated that upon his research, an ATM can be purchased by any individual for approximately \$3,500. He stated that he spoke with an ATM representative from Amarillo National Bank, Beth, who stated that a prior request for an ATM on the East campus has been made. Beth stated that this was felt not feasible because there was not enough usage volume in the area. Billy stated that the closest ATM is located at the Pilot Truckstop on I-40 East and Pulman Road. Discussion ensued as to location of the ATM, surveying area residents if an ATM would be warranted in the area, 24 hour availability, and security.	Billy will further research the possibility of installing an ATM on the East campus and report back to this committee of his findings.
Dr. Joyner to introduce Dr. Jones to council	Dr. Joyner was not able to make today's CEC meeting, although Dr. Jones did present and introduced himself to members present. He stated that he is very pleased about what he has heard of the CEC and he will be at future meetings.	None.
Informal meeting with Dr. Jones	Rhoda stated that she will work to see when Dr. Jones can participate in an informal meeting with the CEC.	Rhoda will notify members when an informal meeting can be scheduled with Dr. Jones.
Adjournment	There being no further business to discuss, the meeting was adjourned at 3:50 p.m.	
Next meeting	The next CEC meeting is scheduled for Tuesday, November 25, 2003 at WSC, LIB 112.	

Respectfully submitted,

Rhoda Key
Chair, CEC

Dora Ramos
Secretary, CEC