

Classified Employee's Council Monthly Meeting Minutes

Date	September 30, 2004
Time	2:00 p.m.
Place	WSC, CUB Private Dining Room
Members Present	Katie Ahlbom, Angie Alvarez, Deborah Brown, Natalie Brown, Susan Brown, Cherie Haney, Rhonda Higgs, Andrea Loyd, Janie Roach, Vickie Shelton, Kathe Tow
Members Absent	Tracy Young
Guests Present	Trey Merritt

Topic	Discussion/Information	Action to be taken, Decision, Recommendation, Timeline
Approval of August 31, 2004 meeting minutes	Janie Roach made the motion to accept minutes and seconded by Cherie Haney.	August 31, 2004 minutes approved and carried.
Revision of Classified Employee Education Award	On September 1, 2001 AC established a monetary award for Classified employees who obtain a/an GED/HEP (\$100), Associate's Degree(\$500), Bachelor's Degree (\$1000), Master's Degree (\$1500), or Doctorate Degree (\$2000). However, an award was not implemented for Professional certificates and licenses. Trey Merritt joined the council to help shed some light about how these awards came about. Susan Brown commented that no paperwork is to be found relating to implementation of these awards. It was suggested that once the transcript is validated to make the award retroactive to the actual date of completion. Discussion took place about whether to add licensures as part of the award. It was suggested that the licensure award have the stipulation of having prior supervisory approval.	It is recommended that the Professional Certificate award be added to the yearly pay of the employee (\$250). Also, the wording needs to be revised for the licensure award. Susan will email the council with the revision. The council will vote at the next meeting.
Board of Regents meeting report	Given by Katie Ahlbom – SGA report: Officers to regional SGA meeting this week, preparing for state SGA meeting in March. SGA scheduled activities: 10/5-Octoberfest, 10/8-Leadership Retreat for clubs, 10/15-GALA \$12.00 tickets-held at Amarillo Country Club, 10/28 & 11/19-Other conventions, 11/10-Terry Waite-speaker-hostage situations.	None.

	<p>Presentation by Amarillo Globe News – partnerships for new campaign 2005 Celebrate Youth- Although the partnership with Amarillo Globe News was beneficial to AC in previous years, this proposal comes at a bad time because of requirements on dollar amounts to be spent on advertising, and the Administration believes participation will not be possible. Tax Roll approved, Order of annexation approved. All employee appointments approved, there was a short speech on the ACBP Program External Audit. Community Link Expansion Project-40% growth over the past year, total project estimated to be approximately \$320,000. Budget amendments approved. Increased revenue from the TXDOT program- approximately \$2.5 billion over next 2 years. Grant in the amount of \$432,000 awarded to ITT Division from AEDC for a 2 year Non-Destructive Testing Program. Financial report approved. AC paid \$1.3 million in fringe benefits over past year due to cutbacks of ERS contributions and requirements to fund health insurance for some employees. Auxiliary services revenue increased over the past year in most areas. Portions of the West Campus C Bldg Wet lab project and the Jackson Street parking lot will be paid off with 2005 budget funds. Angie Alvarez will be attending the next Board of Regents at the East Campus.</p>	
<p>Revision of CEC Constitution</p>	<p>Revision to the CEC Constitution is as follows: Under Section III-C, omit where the Vice President oversees the pictures of the ten-year employees.</p>	<p>Motion made by Rhonda Higgs to accept this revision and seconded by Katie Ahlbom Susan Brown will revise the wording in Section III-C and send out by email.</p>
<p>Pinning Ceremony</p>	<p>Natalie Brown, Cherie Haney, and Susan Brown will host the October Pinning Ceremony. There will be 32 people receiving pins at this ceremony. There will be 285 years of service at the</p>	

	<p>October ceremony. At the January ceremony there will be 2 diamond pins (25 years of service) given out. Susan suggested that maybe something special be done.</p>	
<p>Classified Employee Salary Committee</p>	<p>Rhonda Higgs reported that Monday of this week the memo about the Outstanding Classified Employee Performance Award was sent to the President's Cabinet and supervisors of classified employees. The nomination form and policies and procedures can be viewed on-line and the nomination form can be completed online then print it out for proper signatures. Deadline to turn in form is Oct 22. A reminder email will be sent on Oct. 11. On Nov 4 the committee will meet off campus to select the recipients of the award. The committee will accept 66 nominations this year and will select 40 to receive the award.</p>	
<p>Comments/Suggestions</p>	<p>Susan encouraged all of us to use the funds that are available through the Administrator/Classified Employee Professional Development Travel. Susan asked Katie how to find out about seminars/conferences that are being offered. Katie recommended contacting the local business woman's organization for information on up-coming seminars/conferences. Be sure that what you are planning to attend is something that will not only benefit you but something that can be applied to your job. The more reasonable the trip the more likely to be funded. Applications can be obtained from your supervisor, or from the email sent by Brad Johnson with an attachment, or you can contact Katie Ahlbom. The next What Matters Most will be on October 29-ALL employees are expected to attend. AC will host a lunch meeting on Oct 21 involving Sen. Kel Seliger, Rep. Swinford, Rep.</p>	

	Smithee, as well as senators, representatives and community college presidents from 8 or 10 community colleges. Discussion will be priorities for the next legislative session. Not open to public.	
Dr. Jones	Please keep Dr. Jones in your thoughts and prayers – he is in Arkansas with family. His father is in hospice at home.	
Adjournment	There being no further business to discuss, the meeting was adjourned at 2:45p.m.	
Next Meeting	The next CEC meeting is scheduled for October 28, 2004 at the Washington St. Campus, Private Dining Room	