

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

<b>Date</b>	March 2, 2005
<b>Time</b>	3:30 p.m.
<b>Place</b>	Washington Street Campus, Oak Room
<b>Members Present</b>	Katie Ahlbom, Angie Alvarez, Deborah Brown, Cherie Haney, Rhonda Higgs, Andrea Loyd, Janie Roach, Vickie Shelton, Kathe Tow, Tracy Young
<b>Members Absent</b>	
<b>Guests Present</b>	

<b>Topic</b>	<b>Discussion/Information</b>	<b>Action to be taken, Decision, Recommendation, Timeline</b>
Approval of October 28, 2004, December 2, 2004, January 27, 2005 and February 23, 2005 meeting minutes.	Tracy Young moved to accept the minutes and Katie Ahlbom seconded.	October 28, 2004, December 2, 2004, January 27, 2005 and February 23, 2005 minutes approved with corrections; motion carried.
CEC Information	Rhonda Higgs contacted Kathy Wetzel about getting any CEC information that Susan might have had. Kathy called Rhonda and said she had found some CEC papers and that Rhonda could come over and pick the information up. Rhonda also contacted Human Resources and Victor Fite to get clearance to access Susan's computer. Tracy met Rhonda at Susan's office and he transferred everything from Susan's computer that had to do with the CEC to the P drive. So we now have access to that information.	
Overview of Board of Regents Meeting by Tracy Young	Reported that the West Campus Cafeteria is still losing money. Dr. Jones attended the Texas Community College Teacher's Association in Austin. Dr Jones commented about the legislative session and how there is still no money for community colleges. Vickie Shelton will attend the next Board of Regents meeting on March 22, 2005 at the West Campus.	
Vacancies on CEC	Vacancies on the council are Natalie Brown and Susan Brown, both whose term expires in 2005-06. Rhonda suggested that since	

	we are already into March and the CEC elections are in April that it might be best to hold off replacing Natalie and Susan. The council members agreed.	
Performance Award Funds for Future Activities	<p>We have \$2,000.00 in the Performance Award Funds that need to be utilized by the end of August. Rhonda Higgs suggested a cook-out for the classified employees at least two times; Tracy Young suggested we go to each campus and have a cook out or sandwiches; Vickie Shelton suggested an Ice Cream Social. After much discussion, the council decided on an Ice Cream Social at each campus. The time of the social will be from 2:00pm – 4:00 pm. The dates and places the Ice Cream Social will be held are as follows:</p> <p>East Campus – April 19, 2005  Polk Street Campus – April 21, 2005  WSC – April 26, 2005  Moore County – April 28, 2005  West Campus – May 5, 2005</p> <p>Angie Alvarez will get prices on the ice cream and fixings. Katie Ahlbom will take care of the paperwork for Moore Co and Polk Street and she will also be making arrangements for the AC van, Kathe Tow will take care of the paperwork for East Campus, Janie Roach and Andrea Loyd will take care of the paperwork for the West Campus, and Rhonda Higgs will take care of the paperwork for the WSC Mall area. Rhonda Higgs will also send out flyers about the Ice Cream Social. We will solidify all the plans at our March Meeting. Rhonda also inquired about the CEC budget. Vickie Shelton advised Rhonda to talk to Patsy Lemaster and Theresa Rider.</p>	
Classified Employees Education Award Revisions	Rhonda Higgs will implement the stipulation given by the President's Cabinet into all the forms and get the information to all classified employees.	
Classified Employees Salary	Sharon Doggett has been on the	

Committee Membership	Classified Employees Salary Committee since its beginning, however, Sharon is no longer a classified employee, and she is now an administrator. Because of that, Rhonda Higgs asked the council for advice as to whether Sharon should remain on the CESC. After a lengthy discussion, Katie Ahlbom recommended to keep Sharon Doggett on the committee as a non-voting member and make Kathy Roth a voting member and to make Sharon a mentor to Kathy Roth. Rhonda will talk to Sharon about staying on as a non-voting member for a period of one year to mentor Kathy Roth (If Sharon agrees, Rhonda will talk to Kathy Roth).	
Name Tags & T-Shirts for CEC	Angie Alvarez will check on the T-Shirts. Name tags with magnet backs could cost \$1.50	To be discussed at March Meeting
Suggestion – Delton Moore		Tabled until March meeting
Future Meeting Dates	It was decided to keep the meetings on the 4th Thursday of the month beginning at @ 2:00 pm in the Private Dining Room, if possible, on Washington Street Campus	
Relay for Life		Tabled until March meeting
Miscellaneous	Rhonda Higgs asked council to look over the Constitution for revisions. Rhonda also informed the council to email her of any agenda items for future meetings.	Constitution revisions to be discussed at March Meeting
Adjournment	There being no further business to discuss, the meeting was adjourned at 5:00 pm	
Next Meeting	The next CEC meeting is scheduled for March 24, 2005 at 2:00pm at the Washington Street Campus, Private Dining Room	

Respectfully submitted,

Rhonda Higgs  
Chair, CEC

Kathe Tow  
Secretary, CEC