

Classified Employee's Council Monthly Meeting Minutes

Date: June 23, 2005

Time: 2:00 p. m.

Place: Washington Street Campus, Private Dining Room

Members Present: Angie Alvarez, Deborah Brown, Brenda Bussey, Cherie Haney, Rhonda Higgs, Cheryl Howard, Andrea Loyd, Vickie Shelton, Kathe Tow, Chere Whitfield, Tracy Young

Member Absent: Joel Goucher

Topic Board of Regents Meeting

Discussion/Information Apparently there was a little confusion about why the CEC met before the Board of Regents. Normally the BOR meets on the fourth Tuesday of the month and the CEC meets on the fourth Thursday of the month, however, this is just the way the calendar worked this time. Andrea Loyd will be attending the June Board meeting and she will report to us in July. Rhonda put the CEC on the agenda for the Tuesday June 28 Board meeting and would like for Tracy Young and Kathe Tow to attend. Rhonda will introduce the new officers to the Board of Regents and address the recent Forum just completed on all five campuses and she will mention that we have offered to assist the Classified Development Committee with the retreat. If anyone else has a topic to present to the Board of Regents please let Rhonda know.

Topic Approval of Minutes for March 24, 2005, May 2, 2005, and May 25, 2005

Discussion/Information Andrea Loyd moved to accept the minutes of March 24, May 2, and May 25 with revisions and Angie Alvarez seconded. The March 24 2005, May 2, 2005, and May 25, 2005 minutes were approved with revisions; motion carried. Kathe Tow will email all three sets of minutes to all classified employees.

Topic Quarterly Report

Discussion/Information The CEC will send out the Quarterly Report beginning July 1, 2005. Rhonda distributed to the council an example of an old quarterly report for review. She also created a chart of the questions that have been submitted to help compile the Quarterly Report. Rhonda will notify the employees, who submitted questions, of the responses to those questions. Kathe Tow will compile and distribute the Quarterly Report.

Topic Nametags and Shirts

Discussion/Information Rhonda will order nametags as soon as she has collected all the money for them. Angie has the shirts; so please contact Angie for payment and pick-up of your shirts.

Topic Retreat

Discussion/Information Bobbie Glasscock shared with Patsy Lemaster that the CEC would really like to have their retreat either late Summer or early Fall. Bobbie and Patsy contacted Rhonda to inform her that we will probably have the retreat in early Fall. The retreat will probably be like the past ones, around the third week of October. Rhonda also reiterated to Patsy that the CEC will be happy to assist in any way they can.

Topic Forum & Classified Employee Appreciations

Discussion/Information Rhonda expressed to the members that they have had ample time to respond to and/or give input to the synopsis of the Forum & Classified Employee Appreciations. Rhonda will put a memo with the synopsis before presenting it to Dr. Jones. The members agreed that the synopsis was ready to give to Dr. Jones. Once Dr. Jones has had a few days to respond and/or make any remarks, then Rhonda will distribute the synopsis to the classified employees.

Topic July Pinning Ceremony

Discussion/Information Rhonda Higgs, Andrea Loyd, and Vickie Shelton will be hosting the July Pinning Ceremony. Rhonda gave the dates that Dr. Jones will be available to attend in July at 2:00 p.m. It was decided that July 26, 2005 will be the Pinning Ceremony recognizing May, June, and July.

NOTE: The time for the Pinning Ceremony was changed to 3:00 p.m.

Topic Miscellaneous

Discussion/Information Rhonda asked the CEC how they felt about doing a letter of support for the two items that Lynn Thornton is working on, which are, 1)The question submitted about employees with ten or more years of service being evaluated only once a year, and 2)The question about the use of sick leave during the six month probationary period. Brenda Bussey explained in detail about the two above mentioned items. Rhonda asked Brenda to email the CEC explaining how the policy is now and what the changes are that Lynn Thornton is proposing. It was decided that once the CEC received the email from Brenda, and has had a chance to read it and respond to it, then we will decide about the letter of support for the proposals.

Topic Dr. Jones Joins the Council

Discussion/Information Dr. Jones reported on the latest from Austin. He said that we got a little more money than we thought; and the little extra money that we did get he hopes will go towards funding the Strategic Plan and to go towards the recommendation the CEC made towards the raise in salaries, 3% or

\$1,000.00 whichever is greater. The veto the governor did on the education bill did not affect us and hopefully will not affect us during the upcoming special session. The final presentation of the budget will be presented on Tuesday evening June 28, 2005, but will not be voted on until August. Dr. Jones said we are not planning on raising the tax rate since we have already raised the tuition rate. Dr. Jones stated that HR will be presenting the proposed changes about the use of sick leave during the probationary period to the Board in August if approved by the President's Cabinet. Dr. Jones confirmed with Rhonda that she would be introducing the newly elected officers for this year's CEC and that she will give a brief update on the Forum and the retreat. Rhonda told Dr. Jones that the synopsis of the five Forum & Classified Employee Appreciations was ready as soon as the cover memo was typed. Dr. Jones suggested that if any of our areas need renovations summer is the time to put in a request.

Adjournment: 4:00 p.m.

Next Meeting: July 28, 2005 on the Washington Street Campus, Private Dining Room at 2:00 p.m.