

Classified Employees Council  
Monthly Meeting Minutes

**Date:** August 31, 2006

**Time:** 2:15 p.m.

**Place:** Washington Street Campus, Private Dining Room

**Members Present:** Katie Ahlbom, Connie deJesus, Kathy Green, Tonja Hester, Holly Hicks, Rhonda Higgs, Cheryl Howard, Donna Pergrem, Anthony Ramos, Cynthia Urbina, Chere Whitfield

**Member Absent:** Cherie Haney

The meeting was called to order by Chere Whitfield.

**Topic** Board of Regents Meeting

**Discussion/Information** Anthony Ramos attended the August meeting and gave the following report.

- 1) Elizabeth Bauman gave the following student government report.
  - There will be a welcome party for the new SGA members.
  - SGA is helping with constitution day and planning to coordinate it with the elections.
  - SGA painted the basement wall leading into the student activities office.
  - Fallfest will have a medieval theme. Dr. Farmer's band will perform.
  - The distinguished lecturer will be General Wesley Clark.
  - There will be a free concert by Waking Ashland.
- 2) Lilia Escajeda opened discussion on the fiscal budget for 2006-07 and invited individuals interested in commenting to do so at that time.
- 3) Michelle Fortunato read the adoption of the budget for the 2006-07 fiscal year.
- 4) The tax rate increase was read by Michelle Fortunato and was approved by the Board. Dr. Jones added that the tax rate increase was due to the increase in property value not due to an increase by the institution.
- 5) Terry Berg discussed the proposed board policy changes. Facilities will only be rented to organizations that are directly related to our college's mission.
- 6) Budget amendment changes were discussed. There was a transfer of funds to cover the expense of document imaging equipment for Human Resources and additional legal expenses related to the Dean of Finance and Administrative Services.

- 7) Appointment of AD HOC committee members was read.
- 8) Terry Berg gave the report on AC facilities and real property. Parking lot improvements and roof repairs have been made at the East Campus. Additional parking lots have been added to the Washington Street Campus. Cement work is being done in front of the CUB.
- 9) Dr. Jones gave the President's Report. He encouraged the Board to look around the East Campus to see the improvements that have been made. The Call Center received 2137 calls on the first day of class and 6332 calls within the first week of class. Dr. Jones reminded everyone of the Admirals Leadership Conference and that Amarillo College will have a table. Composite photos of the Board will now be one large group photo that will be placed on the center wall of the Palo Duro Room. The Board was asked to bring back evaluations of needs that the community feels the college should consider. A committee will then be formed which will include community members and AC members.
- 10) Lilia Escajeda acknowledged Dr. Renea Fike who will be leaving AC to pursue a new career with West Texas A&M University.

**Topic** Tentative dates for 2006-07 Board of Regents Meetings

**Discussion/Information** Chere handed out the tentative schedule that listed the CEC member attending and the location of the meeting.

**Topic** CEC Meeting Dates

**Discussion/Information** Chere handed out the CEC meeting schedule. The November and December meetings will be combined. The meeting is scheduled for December 14<sup>th</sup>. Members will have their Christmas party at that time.

**Topic** Approval of Minutes

**Discussion/Information** April, May, and June minutes were approved previously. The March minutes have not been finalized.

**Topic** Suggestions for making the CEC's presence known to classified employees

**Discussion/Information** There was much discussion on how the CEC could communicate better with the classified employees. Suggestions were to send emails and place hard copies in mailboxes of those without email, post information on central bulletin boards at each campus, and open up the first 15 minutes of each CEC meeting to those who want to voice their concerns. Reminders could be sent periodically to classified employees to contact the CEC members if they have concerns or questions. The committee agreed that members' names and phone numbers should be listed on all communication for contact purposes. The committee will discuss the topic further at the September meeting.

**Topic** Dr. Jones

**Discussion/Information** Enrollment was down 16% last week. As of today enrollment was down 5.4%. The budget was approved and employees will receive a 3% salary increase. Dr. Jones encourages the classified employees to check the AC job postings. There are some good positions open. He challenges us to find effective ways to cut costs. A group is being formed to assess facility needs.

**Topic** Miscellaneous

**Discussion/Information** There was concern that no crosswalk was in place at the new parking lot on 22nd Street. Katie stated that the street is controlled by the city, not by Amarillo College.

Chere attended the Hosting MyAC training and has added the CEC committee to the MyAC website. She asked that we log on to MyAC and click on Campus Life then Committees to see its location. Chere would like our input as to what kind of information we want posted on the website.

The CEC will have a table at the SECC chili cook off at the East Campus on October 13<sup>th</sup>. Kathy Green and Cynthia Urbina said that they would come up with a chili recipe.

Cherie Haney is Chair of the Classified Employees Salary Committee this year.

**Adjournment** Meeting adjourned at 3:45 p.m.

**Next Meeting** September 28, 2006