

Classified Staff Executive Committee
MEETING MINUTES
February 6, 2020
Viking Room

MEMBERS (presence denoted by check):

- | | | | |
|---|---|--|--|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> Nolan Luhm | <input checked="" type="checkbox"/> Fran Moore | <input checked="" type="checkbox"/> Erin Bergman |
| <input checked="" type="checkbox"/> Beau Besancenez | <input checked="" type="checkbox"/> Anthony Merseal | <input checked="" type="checkbox"/> Kim Garzia | <input type="checkbox"/> Connie Nash |
| <input checked="" type="checkbox"/> Joan Warren | <input type="checkbox"/> Deneen Mains | <input checked="" type="checkbox"/> Anastasia Luettker | <input checked="" type="checkbox"/> Shannon Crow |
| <input checked="" type="checkbox"/> Mary Caine | <input checked="" type="checkbox"/> Daniel Boyer | | |

Liaisons & Representatives:

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- | | | | |
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| <input type="checkbox"/> Kristen Yelton | <input checked="" type="checkbox"/> Daryl Gehbauer | <input checked="" type="checkbox"/> Teresa Schwartz | <input type="checkbox"/> Lore Robart |
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GUESTS: Isaac Perry, Shannon Wells, Michael Booker, Denise Hawkins, Kim Flora, Debbie Bonham, Stacey Wilson

AGENDA ITEM	DISCUSSIONS/OUTCOMES
Call to Order	Time: 11:05
Approval of Minutes	Motion: Beau Besancenez Seconded: Mary Caine Vote: all in favor
Board Procedure VI-003 Presentation	<p>Presentation by Michael Booker and Stacey Wilson Degree Programs-Curriculum Development, Program Review, Student Grading and Records Systems, and Degree/Certificate Requirements</p> <ul style="list-style-type: none"> • The goal of the procedure changes is to reflect the reality of and the approved changes in place. • Includes current degree and certification requirements • Allows students to earn multiple degrees • Alters, minimizes A&S and CTE verbiage • Updates titles of VPI, Dean and Associate Deans • Better reflects actual practices • Reduces the residency requirement from 24 credit hours to 15 • “Encourages” rather than “requires” a student to participate in commencement which also eliminates the summer contract • Supports the edits pending for Board Procedure VII-003 which have already been vetted
Board Procedure II-017 Revisions	<p>Employee Recognition Program</p> <ul style="list-style-type: none"> • Removes the gift card award and replaces with a cash reward reflected on the May paycheck and to be taxed accordingly

	<ul style="list-style-type: none"> • This aligns with current IRS criteria • 5, 10, 15, 20, 25, 30, 35, 40 years of service will be rewarded with \$15 per year of service
Board Procedure IV-006.01 Revisions	<p>Salary Administration Plan</p> <ul style="list-style-type: none"> • Removes the Interactive Television Assignments
Vice President Position	<ul style="list-style-type: none"> • Fran Moore and volunteered to act as VP • New VP to be elected in April • Nominations open in mid-March, results end of April
Provost Search Update	<ul style="list-style-type: none"> • Drs. Harvey and Boning are chairing the search committee • Dr. McCaffery has announced Allan Wamsley as Dean of Academic Services and Integrated Planning.
Professional Development Survey	<ul style="list-style-type: none"> • 40 responses • Kirsten Sides will use the survey information going forward to prepare for future Professional Development Series • The Classified Staff picnic half day will coincide with a half day of professional development
Adopt-a-Family	<ul style="list-style-type: none"> • Homeless Youth Initiative sent a thank you for the generous donations
BOT Meeting Updates	<ul style="list-style-type: none"> • Brad Steel of Westbrook and Company preformed the annual audit • Jazz and Jeans Dinner Auction will take place April 18th • Guided Pathways Committee-the technology decision will impact other aspects • College Audit/Budget process training is available for FAST if responsible for budget input
PLC Meeting Updates	
Administrative Liaison Report	<ul style="list-style-type: none"> • IT security improvements-deactivate former employees and students after two years-could reduce the software license fees due to number of users • ICCC is open to have representation from Classified Staff in an ex-officio capacity <p>ACTION 1: Tabled discussion for March meeting</p>
Certified Staff Liaison Report	None present
Faculty Liaison Report	None present
Certified Staff Report	None present
Faculty Senate Rep Report	<ul style="list-style-type: none"> • BAT/FAT negotiations have begun
Constitute Concerns (Rep Reports)	<ul style="list-style-type: none"> • Classification study-working titles do not match official titles • Still missing some job descriptions <p>ACTION 2: Administrative Liaison will take this to Human Resource's Director</p>
Executive Session	No need
Adjournment	Motion: Shannon Crow Seconded: Daniel Boyer Time: 11:48

Respectfully submitted,
Erin Bergman,
Senior Administrative Specialist to the Associate Dean of Science and Health

