

Staff Council Meeting
November 21, 2013

Present: Carla Conley, Brittany Frymier, Debi Jenkins, Lois Miller, Jason Phares, Ann Reed, Sheri Skidmore, Eric Squires, Jim Tatman and Gail Westbrook

Absent: Mary Alltop and Mindy Marsh

Also Present: David Moss and Krystal Smith

No minutes to approve.

There will be no meeting in December. The next meeting will be January 9, 2014.

Reports

- Jason Phares
 - At the last Board of Governors meeting they discussed the following:
 - Enrollment is down. 7 ½ Budget decrease again next year.
 - The opening of the WACO Center is scheduled for the end of February.
 - Capital Campaign of 5 million dollars for a new classroom building.
- Ann Reed
 - Professional Development application
 - Rick Accord - \$230.00 approved (m/s, Skidmore/Westbrook)
 - Professional Development - \$3,202.00 remaining
- Krystal Smith
 - The company contracted to do the salary survey will have data to HEPC in December.
 - The Classified and Non Classified ratio was met in July. The goal was 25% - we had 20%
 - Signing up people today for the College Plan 529.
 - Working with Debbie Spence to put together a Benefit Fair for everyone.
 - There will be a training on Roberts Rules of Order and Sexual Harassment on December 16th for the college and the city employees.
 - The IT Department and Public Safety filled their job openings. There is a job opening in the Residence Life area.
- Sheri Skidmore
 - General Fund- \$240.71 (She received a letter from Calhoun Bank stating the account was dormant. She deposited \$5.00 to activate the account for another year.)
 - Ginny Grottendieck - \$1,264.41

Old Business

- Lois said there was nothing to report on the Strategic Planning Committee.
- Jim suggested having a meeting just to go over the Employee Handbook to make any changes. It was suggested having it in the Spring soon after the semester started. Krystal will send out updates she had made.
- Jim asked the group to think about fund raisers.
- Jim asked Jason to write up something for a plaque for the Clemons Tower and take it to Debbie Nagy. Sheri suggested asking Dustin Crutchfield to help with it.

New Business

- Eric will not be attending the January through April meetings. He will be attending the Police Academy. Jim told him we won't replace him while he is gone.

Motion to adjourn (m/s, Miller/Conley)

Adjourned at 9:10 a.m.