

Executive Officers

Chair: *Marie Thomas*
Vice Chair: *Chris Parks*
Secretary: *Carol Pugh*
Treasurer: *Tyffany Wishart*
Past Chair: *Lola Christian*

Standing Committee Representatives

Bylaws and Elections: *Chris Parks*
Historians: *Melody Cevalin and Lisa Davis*
Salary and Benefits: *Angie Siekers*

Meeting Date: January 24, 2013
Minutes taken and prepared by: Carol Pugh

Representatives Present: Larry Cauthen (for Ryan Woods), Lisa Davis, Krista Froiseth, Paula Gainey, Sue Harris, Beverly Hurst, Bertha Jackson, Joseph Jester (for Blanca Betances), Celeste Otero, Chris Parks, Carol Pugh, Marie Thomas and Tyffany Wishart

Representatives Absent: Melissa Atyeo, Pat Brady, Shelly Carroll, Melody Cevalin, Lola Christian, Anita Courtot, Judi Darden, Heather Faison, Cheryl Farrell, Pricilla Fort, Oralia Gamino, Tom Holland, Wanda Holmes-Howard, Susan Kulmacz, Karen Lake, Kate Marks, Kelli McChesney, Linda Payne, Angie Siekers, Lynn Speer and Carol Wilson

Guests/Others: None

Call to Order: Chairperson Marie Thomas called the meeting to order at 1:09 pm in S326/327.

Approval of Minutes:

Minutes from the November 15, 2012 meeting were distributed. A motion was made by Lisa Davis to approve the minutes; seconded by Beverly Hurst. Motion approved.

Communication from our College President:

New Baccalaureate Degree – Dr. Sasser announced that the board approved the new Bachelor degree in Biotechnology.

Convocation Update – Dr. Sasser asked everyone who came to convocation to please pull up the video for “active shooter”. One of the best things to do when a situation such as this occurs is to create chaos. We never know how we will react to a situation until it happens, but generally, you will resort to your training.

Board Meeting – The next meeting will be held on Tuesday, February 19. It is scheduled to be held at the Blount Center but it will possibly be relocated due to visitors from Poland being on campus that day.

Treasurer’s Report:

The treasurer’s report was distributed for the month of January. The overall balance in the career service fund is \$7,018.71. Of this amount, \$4,646.16 is designated for the scholarship fund and \$1,837.98 is designated for the family fund. The balance in the general fund is \$534.57. The Sharewear balance is \$223.64. A motion was made by Lisa Davis to approve the treasurer’s report; seconded by Paula Gainey. Motion approved.

Committee Reports:

- **Bookstore Advisory Committee** – No report.
- **Bylaws and Elections** – Chris reported that we will conduct elections at the Spring Tribute this year.
- **Cluster Representative Committee** – No report
- **Food Service Advisory Committee** – No report
- **Historian** – No report.
- **Salary and Benefits** – The college is considering job reclassifications in some instances due to reduction of positions and resignations.

- **Sustainability** – Krista reported that Vilma Fuentes will be coordinating a trip to the Deerhaven Power Plant as well as planning a trip later this spring to the waste exchange. The college will also be hosting a film series one time per month.
- **Technology** – Marie reported there are still glitches in the voice recognition system. Student surveys have been converted to a mobile app and there was a 70% increase in participation for fall term. Canvas will replace Angel on February 1. Training is available for adjuncts.
- **Transportation and Security** – No report.
- **Bookstore Advisory Committee** – No report.

Old Business:

- **Professional Development** – Marie is still in search of a speaker for our Spring Tribute.
- **College Rule 2.8** – The executive council held a meeting and invited representatives from Student Government to attend; however, they did not show. Career Service continues to stand firm on their decision regarding Rule 2.8 because students have not voted on this rule and Human Resources and the college legal staff indicates we are already in compliance.
- **SACS Visit** – The findings are in from the SACS visit last October and the President’s Office will be sending out college-wide communication regarding these in the near future.

New Business:

- **Spring Tribute** – Will be held on May 9; it is not too early to participate in helping plan this event. Contact Chris Parks (ext. 5254) for more information.

Announcements:

- **VITA** – VITA offers free tax preparation and filing. Flyers were distributed with the hours and locations to take advantage of these services.

Next Meeting: Next meeting will be February 20, 2013 in Y-233.

Adjournment: The meeting was adjourned at 2:20pm.