

Classified Personnel Association Minutes
September 22, 2005

8:30 a.m. in the Stateroom

Those present: Bill Hardee, Melissa Richmond, Peggy Lamb, Diana Kirk, Libby Webb, Perry Seal, Bill Skeat, Amy Pitzer, Nancy Ellison, and Lynn Hill.

Absent: AB Lilly

1. Homecoming: Bill and Perry will check out the wagon. Amy and any volunteers will clean it on Wednesday or Thursday. Crock pots, water, ice, Styrofoam hot dog boats, coffee, hot chocolate, spoons, etc. are needed. Bill S. agreed to bring catsup and mustard. Nacho trays are needed or we can use our bowls. We will issue a raffle ticket per soda purchased at the wagon and they will take it over to whoever is working the soda table to retrieve their drink. That way we have proof of payment. Change is needed and a money box.
2. Katrina donations are still coming in slowly. Lynn Hill will send another reminder. Deadline is September 29, 2005.
3. BOG Meeting: The proposed "Salary Policy" was remanded back to the administration for some reason. "Roberts Rules of Order" were not used during this meeting at all. We would like to find out what Dr. Beasley's issues are with our policy and why the faculty got theirs through without any problems. Dr. Beasley's evaluation was done under the agenda item of "Accomplishments of the University". This committee asked the BOG last year for a job description for the President and we still have not received one. Bill Hardee has requested a copy of the minutes of the meeting.
4. Mr. Mullen has been removed as chancellor and has been placed in another area and the new interim chancellor of the HEPC is Dr. Bruce Flack. Dennis Taylor remains the Vice-Chancellor for Administration.
5. Dr. Turner is sending out a memo about restrictions on the HR hours. Mitzi will not be able to assist us during the morning hours because she "does not have enough time to accomplish the essential HR paperwork with a day-long, 'open-door' operation." Whenever possible a student assistant will collect papers, schedule appointments, etc. If we would like to comment on this new procedure, we need to e-mail Dr. Turner right away.
6. Jennifer Clark of AFT would like to talk with classified staff. We all agreed that a general assembly was not the way to go with this but we will host a meeting at a convenient time for her when those persons interested about AFT issues can attend. Bill will be in contact with her to gain more information.
7. Janet Heaton asked us about the 4-day work week proposal and to our knowledge nothing is really being considered at this time. The Committee doesn't feel this is something that can be worked out during regular semesters and perhaps not even in the summer. There are too many groups on campus

during the summer and class schedules would have to be rearranged to a 4-day schedule during regular semesters.

8. Dr. Manzo has proposed to the faculty having a fall break and using up the first two days of the Thanksgiving Break. We have no further info on this.
9. We all agreed that keeping the institution up to par with technology is what we need to keep the students coming to Concord. On-line registration should be up and running by fall of 2006.
10. Direct deposit payrolls are coming soon. Everyone will have their check automatically deposited and those persons without checking or savings accounts will receive some type of debit card. More info will be coming from payroll soon.
11. PEIA increases are going to hit us hard beginning in January, 2006. Employees can expect about a 7% increase in January and another 25% in July. The Committee is concerned that most employees may not be aware of the huge increases coming their way.
12. Raises should be forthcoming but how they will be distributed has not yet been decided. Any raises we receive will be on the November 15th check as of right now. Amounts are not known as of yet but it could be anywhere up to 2% of the difference between where you are now and where you should be on the salary schedule if that is the method chosen by the President. The Policy commission may change/adjust the salary schedule. There may be a way for them to increase the salaries in each pay grade according to inflation, cost of living, etc. That would be good since our schedule is dated 2001 and has been stagnant.
13. Agenda items for the meeting with the President:
Salary policy issues, evaluation procedures, HR issues, Homecoming results, and Research and Development Contracting.

Lynnis Hill