



Classified Employee Council
CLASSIFIED EMPLOYEES' COUNCIL MEETING
September 8, 2004

Rodney called the meeting to order at 1:40 p.m.

Members present: Rodney Martinez, Jennifer Yund, Cheryl Ravens, Karen Melgares, Pat Roybal, and Andréa Benton-Maestas.

Treasurer's Report: Jenny provided clarification on two invoices; one wasn't ours, and another was for printing. With Renae's resignation from the council, we don't have a current treasurer's report. Pat motioned, with Andrea's second that Jenny be appointed as treasurer by acclamation. The motion passed unanimously.

Old Business:

- Appointment of new member – In accordance with the bylaws, an employee can be appointed to complete a term upon the resignation of a council member. An email will be sent out to solicit interest.
- Banner – The color palette limitation has been eliminated. We'll order a 3x5 vinyl banner and hopefully have it in time for homecoming.
- T-Shirts - Rodney will get some samples from Penny for the council shirts. We will also inquire about interest levels for t-shirts and/or polo shirts for classified staff.
- Scholarships – It was suggested to advertise the list of recipients to the local media via Linda Relyea. The final criteria for our two new funds will be compiled and voted on for the general meeting. Jenny motioned, with Pat offering the second that we, as the council, recommend to the scholarship committee to award the fall semester portion of the scholarship to Renae, if she accepts. The motion passed unanimously.

On-going Business:

- Newsletter – Cheryl will speak with Julie Waechter about a campus wide newsletter, with submissions from the various committees/councils.
- Fundraisers:
 - Care Packages – All the necessary information has been submitted to the organization. Rodney will obtain the labels from housing, and include Valley students for the mailing.
 - Heidi Ho – We will inquire with the ASC Bookstore if we can use them as a selling location for the remaining cases.

New Business:

- Benefits Fair – Andrea will contact Human Resources about their plans for a benefits fair. The general meeting will then be scheduled accordingly.
- Homecoming – Once we find out about the theme, and notify classified employees, we will determine what role we would like to play in the parade.
- General Meeting – The meeting will be held in October and will coincide with the benefits fair. The Board of Trustees will also be invited. Planning will take place at our next regular meeting.
- ASC Cares Day – Participation will be on an individual basis. An email was sent out reminding classified employees of this event.
- Autumn at Adams – Due to the limited timeframe, we will not be sponsoring any events this year. Pat will inquire as to mandatory attendance and appropriate attire for the inauguration.

Committee/Other Reports:

- CWAC: No report at this time.
- Statewide Liaison: No one was able to attend the last meeting.
- Scholarships committee: Karen will send forth our recommendation according to the motion.
- Budget Committee: This group has been disbanded at this time.

The meeting was adjourned at 2:48 p.m.