Meeting Minutes

Welcome and Call to Order at 2:34 PM by Jeff Cook.
Council members present: Jeff Cook, Dodie Day, Patti Ortiz, Mitch Vigil, Lisa Brown, and Brenda Wilson.

I. Approval of Agenda (with or without changes)
   A. Add Pat Roybal on Classified Health Insurance update to IX. A motion to approve agenda with addition was made by Peggy Dunn and seconded by Sally Kelly. Motion passed.

II. Approval of Previous General Meeting Minutes - 4/17/13
   A. Change meeting time to 2:30 PM instead of 2PM. A motion to approve previous minutes with change was made by Sally Kelly and seconded by Pat Roybal. Motion passed.

III. Guest Speakers
   A. Scott Travis was unable to make it.

IV. Treasurer’s Report
   A. Lisa Brown reported the balance: $1,390.20. There is $61,730.78 in the Foundation fund.

V. Scholarship Report
   A. Greg Cook gave the report as Elaine Wenta resigned her position.
      1. Last summer Dawn Melgares received the $300.00 scholarship. Fall 2013: Sean Monaghan, Nathan Russell, and Olivia Melgares received the $500.00 scholarship. Lorraine Aragon received the $200.00 Educational Grant scholarship.
      2. Peggy Dunn asked why deadlines were different than the regular ones. This scholarship must be applied for 3 times a year instead of just once.
      3. Pat Roybal suggested that there should only be 1 address for turn-in, and it should be a mailbox instead of the One Stop or Teacher Ed.

VI. Web Update
   A. Patti Ortiz reported that the minutes and scholarship recipients are posted on the web-site. Also, when the Bylaws are finalized, they will be posted.

VII. Nominations
   A. Jeff Cook asked for volunteers for the open Scholarship Committee Rep.
      1. Leslie Widger volunteered for the position.
VIII. Discussion/Bylaws/Vote

A. Sally Kelly motioned to approve the name change from college to university respectfully throughout. Bobbi Maul seconded. Motion passed.

B. Went to the copy of Bylaws for changes.

C. Membership: Page 3 change: Any Council member having over two unexcused absences or more than four absences in any one year may be terminated from the Council after Council review. Pat Roybal motioned to approve and Sally Kelly seconded. Motion passed.

D. Election of Council Members: Page 3 change: (with a list of certified classified employees) should be striken. Motion to strike was made by Rodney Martinez and seconded by Pat Roybal. It was voted on by members and motion failed. LEAVE IN PARENTHESISED PHRASE!

E. Council Officers and Representatives: Page 4 change: SHOULD READ: Representatives will also be appointed at the May Council meeting. The two individuals selected to represent ASU on the Statewide Liaison Council will be voting delegates. If the appointed representatives are unable to attend a statewide meeting, alternate representatives will be selected from within the Council to attend the meeting. Expenses for attending the Statewide Liaison Meeting will be reimbursed by the President’s Office. The representatives will be granted administrative leave. Representative positions will be for one year. Pat Roybal motioned to approve and Sally Kelly seconded. Motion passed.

F. Duties of Officers and Representatives- Page 4: President: Add bullet: Responsible for assigning web-site management to the appropriate person. Peggy Dunn motioned to approve and Eileen Tilton seconded. Motion passed.

G. Secretary – Page 4: Records and distributes minutes of Council and Campus meetings to CEC and sees that meeting minutes are provided to the Web-site person to be put on the CEC website. Sally Kelly motioned for the change and Peggy Dunn seconded. Motion passed. / Conducts official correspondence for the Council./ Responsible for reserving meeting room for all meetings./ Provides Constitution/Bylaws to new Council members./ Omit- Website maintenance. Rodney Martinez motioned for change and Peggy Dunn seconded. Motion approved. / Performs other duties as may be deemed necessary by the Council.

H. ASU Budget Committee Representative. Page 5: No Change.

I. Council Meetings. Page 5: Secretary will be responsible for minutes to be recorded, provided to all Council members, and placed on the CEC website for classified employees. Sally Kelly motioned to approve changes and Peggy Dunn seconded. Motion passed.

J. Classified Employees General Meeting: Page 6: There shall be two regularly scheduled meetings of all ASU classified employees each year. One meeting devoted to council business and one meeting being devoted to guest speakers, and campus updates. E-mail notices will be sent to all ASU classified employees. Bobby Maul motioned for changes and Peggy Dunn seconded. Motion passed.

K. Same Heading Page 6: The council will notify the Vice President of Finance and Governmental Relations and the Human Resources Director before holding any General Meetings. Sally Kelly motioned to add change all the way through and Bobby Maul seconded. Motion passed.
IX. Scholarship increase/Vote
A. Discussion ensued and finally a motion to increase the Scholarship by $100.00 was presented by Patti Ortiz and seconded by Sally Kelly. Motion passed.
B. Bylaws P.10: #10. : Dependents: $600.00, Spouses: $400.00, and Employees: $200.00.
C. Bylaws P.13. #9: Total award amount shall not exceed $1800.00 per academic term.

X. University Manual
A. Jeff said to look over manual and see if there should be any changes.

XI. Health Insurance Update
A. Pat Roybal reported that HMO was not offered last time. Health Insurance will be looked at again for the 2015-16 year. E-mail Pat with any concerns. Look out for survey monkey for health survey.
B. A show of hands showed employees were still interested in HMO.

XII. Set next meeting date
A. Meeting was set for April 15, 2014.

XIII. Adjourn
A. Sally Kelly motioned to adjourn at 4:03 PM. and Lillian Klutz seconded. Motion passed.
Respectfully submitted by Brenda Wilson