Meeting Minutes

I. Call To Order at 2:32 p.m. by Leslie Widger

II. Establish Quorum

III. Approval of Agenda
   a. A motion was made to approve the agenda by Barbara Griego-Jones and seconded by Brenda Wilson with the following additions: General Meeting and Presidential Search Report. Motion passed.

IV. Approval of Previous Minutes-February 3, 2015
   a. A motion was made by Brenda Wilson to pass the minutes. Seconded by Patti Ortiz. The minutes passed.

V. Treasurer’s Report
   a. Bennie Chacon was absent and the Treasurer’

VI. Old Business
   a. Scholarship
      Memorial Fund. Discussion followed on using the 2004-2006 CEC funds that were spent on a different scholarship that no longer exits. It will be brought up at the General Meeting for approval.
   b. Spaghetti Dinner
      i. Leslie informed the committee that the Board Members will not be attending due to Scholar Days and they will have lunch with students who presented. They may be able to attend the desert auction. Leslie will speak with James Trujillo.
      ii. Discussion followed on what to call this event. Brenda Wilson stated she like “Spring Fling”. It was agreed to use this.
      iii. Leslie stated that James Trujillo stated that the Richardson Hall Foyer would be available. Discussion followed on other campus sites as well. Brenda Wilson was going to check on Vistas. Leslie will also check on the big classroom at the School of Business if it is deemed that Richardson Hall would not work.
   c. Autumn at Adams
      i. After discussion as to whether or not the council wanted to take on this activity, Brenda Wilson stated that she would prefer not to as the data showed that it is not a big money maker. Barbara Griego-Jones agreed. CEC will not be taking on the role of charge for Autumn at Adams.
VII. New Business

a. Dodie’s Concern
   i. Dodie Day brought up concerns that she felt CEC needed to address with the President:
      1. Snow Day and the fact that when the President’s office put out an announcement that classes were canceled due to the snow, that many staff members did not come to work that President Svaldi was giving them an Administrative Leave Day. Leslie stated that she is on Cabinet and will follow-up on if there is a policy for snow (weather) concerns and if not ask that one be written and approved.
      2. Barbara stated that she e-mailed Dr. Svaldi with concerns on that every staff member should be given an administrative leave day and not only those that were absent. Dr. Svaldi replied that he would work with Human Resources to provide this. Barbara will follow-up on if this has indeed been completed.
      3. Brenda Wilson stated that some people took personal time.
      4. Dodie also discussed on the Council preparing for the presidential candidates and asking them questions that are not the “usual” ones asked in an interview.
      5. Other concerns that Leslie Widger will address with either cabinet or the President are:
         a. How are essential classified employees compensated for weather conditions if they are required to be at work.
         b. Evaluation on Tracey Rogers. Did only the people who met with Judge John Kuenhold get the evaluation? How was it determined who received evaluations?
         c. Why was the campus mandated to complete the Sexual Assault Survey as it did not provide beneficial training?
         d. What is Joel Korngut’s status as administrative assistants and departments are not receiving responses to requests.

b. Review Goals
   Goal #1: Bookmarks have been printed
       Information Packet: Barbara and Patti will request what HR provides new employees. Possible need for a separate packet of information for Classified Employees that provides information other than hiring forms. Patti suggested adding WINS information. Barbara suggested the Council purchasing string backpacks with the CEC emblem and providing new hires as well as all employees with information that would be helpful to them.
   Goal #2: Completed
   Goal #3: Completed
   Goal #4: Completed
Goal #5: Leslie will get prices for t-shirts and polos. Order forms will be provided to classified employees to order what they would like.

Goal #6: No longer a goal.
Goal #7: Completed
Goal #8: Completed
Goal #9: Flyers need to be created.
Goal #10: Completed
Goal #11: Completed
Goal #12: Not Completed.
Goal #13: Completed
Goal #14: Not Completed.
Goal #15: There has never been binders and Bennie will create to pass onto future officers.

VIII. General Meeting – April
a. Provide an agenda and notice for April 15th or 16th at 10:30 a.m.
   i. Refreshments and Prizes to be provided
b. It was discussed to get David Martinez a card and something that he could use, puzzle book, books, or magazines. Flowers were discussed, but the members thought something useful would be more appropriate. Patti will contact David’s sister to get the correct name of the hospital in Colorado Springs.
c. It was discussed and agreed that a money jar for Randy Gutierrez and his family be available at the General Meeting.

IX. Reports
a. Presidential Search Status
   i. Patti Ortiz provided a brief report on the applicants coming to campus.
   ii. She also informed the Council that an e-mail has been created: CEC at adams.edu
   iii. Suggestion for the council to have a set of questions on the Google drive for the council to share questions with other Council members.
   iv. Leslie will write a formal letter

X. Adjourn
a. Barbara made a motion to adjourn at 3:51 p.m. and Brenda seconded.

Respectfully submitted by Barbara Griego-Jones