

ASM Meeting Minutes
Friday, March 18, 2016
3 PM Board Room

Members Present: Elaine Eldridge, Maria Ferrasci, Brynn Fogerty, David Gault, Ben Harris (15%), Eric Houck, Jan Keen, Eric Rulofson, Stephanie Wroten

1. Approval of Minutes of January 25, 2016

The minutes were approved as presented.

2. Holiday Basket Thank you

Eric Houck had a thank you card for everyone to sign to thank Sherry Young for the donation for the Holiday Food Baskets.

3. Ellucian Action Plan Update

Eric Houck gave an update of the plan and stated that forums were held last week and that there will be special board meeting on Wednesday, March 23 to approve the contract with Ellucian so that the project can move forward. By completing the contract before the end of March we are saving approximately \$200,000.

Eric encouraged people to provide feed back throughout the process.

4. Meet and Confer

It is almost time to start the Meet and Confer process for the 2016-17 year. Eric Houck stated that he would like to see us pursue longevity and noted that all of the comparable schools from the classification study had longevity as part of their contracts.

There is also a need for an ASM Employee Handbook.

Also, to be included is the implementation of a revised comprehensive and regular evaluation process and requesting a COLA increase as provided by the state.

This will be on the agenda for the next meeting and Eric will send out an email requesting ideas to be included.

5. ASM Handbook Taskforce

Eric Houck stated that the process had been started but never completed. He estimated that it is about 60% complete. He asked for some new volunteers to join the taskforce to complete the project.

6. Classified Staff Day Donation

The tentative day is June 3 and a great day is being planned by the Classified Staff Day committee. Eric H. stated that last year the ASM group donated \$200 and he hoped that we would do that again this year. Due to the small attendance at the meeting he will send out an email about this.

7. Committee Reports

- Board: Eric H. reported that the last Board Meeting was exciting as the discussion about the Spanish program and Baseball program brought in a lot of heated debate from audience members in attendance.
- College Council: No report
- President's Advisory Cabinet: No report
- Budget Committee: Eric H. reported that the budget is in the process of being developed for the upcoming year and there would be more to report in the future.
- Planning Committee: The Planning Committee met this week and are working on the Planning by Design document and implementation of the IMP.
- Banner Steering: No report
- Classified Staff Development: No report
- Curriculum: No report
- Facilities and Grounds: No report
- Flex: No report
- Foundation: No report
- Health Benefits: No report
- Program Review: No report
- Safety: No report
- Web Team: No report
- Diversity Council: No report
- Instruction Council: No report
- Student Services Council: Stephanie reported that Student Services Council has a lot going on with CCC Apply and Student Equity.
- Technology Council: No report
- Taskforces: No report
- Hiring Committees: Brynn stated that she is getting ready to open the 28th position for this year.

8. Other

There were no further items.

The meeting adjourned at 3:00 PM.