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# MEETING MINUTES – FEB. 20, 2020

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**Call to Order:** 1 p.m.

**Location:** RDMT 256

**In attendance:** Tina May, Sarah Jacobsen, Janet Bicker, Julia Bledsoe, Samie Perez, Cynthia Olivo, Sarah Gill, Katt Warner, Teri McKinney, Chamaea Edwards, Hannah Thomas, Valerie Lambert, Scottie Lockrem, Valerie Kelley

## Approve Minutes

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Minutes for Jan. 17<sup>th</sup> meeting was approved with corrections: misspelling of words, “activates to activities”, “Marh to March”, “AFSME to AFSCME”, and “on to one”. Corrections were made and a motion for approval was made by Hannah Thomas and seconded by Cynthia Olivo.

## Board Member’s Reports

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### Presidents Report – Julia Bledsoe

1. AFSCME
  - a. AFSCME has filed for certification for Custodial as they have reached the 50+ votes needed. EMRB hearing will take place in Carson
2. NSHE Classified Council
  - a. NSHE Classified Council has a five minute slot at the Board of Regents (BOR) meeting. Board is working to set up a meeting and compare institution bylaws and constitution. A TMCC representative is needed to represent TMCC at the NSHE Board meetings who is not part of the current board. If anyone is interested, please contact Julia Bledsoe. Meetings with NSHE board will be set quarterly; the month before the BOR meeting to ensure organization of what will be presented at the BOR meetings
3. IAC Meeting
  - a. Julia Bledsoe attended the IAC meeting and the minutes are posted on the TMCC website. There are two seats available on the committee as they are hoping for a more diverse community

### Vice Presidents Report – Tina May

1. Faculty Senate
  - a. There were ten faculty going for Tenure. Documents for faculty will be sent to the President and majority were from the Math Department
  - b. Brandy Scarnati is the new director of the Learning Commons in addition to the WebCollege and Academic Support Center. Faculty will be coordinating the Tutoring. New course evaluation questionnaire was approved and set to be used starting Spring 2020

### Secretary’s Report – Sarah Jacobsen

1. No Report

## Treasurers Report – Sarah Gill

1. Operating: \$6,581.78
2. Employee Recognition: \$1,912.42
3. Book Scholarship: \$0.00 – Merged with Foundation Scholarship
4. Emergency Loan: \$1,418.50
5. Revenue from Valentines Fundraiser: \$333.78

## Hospitality Officer Report – Teri McKinney

1. Working to order flowers for a member of the Classified Community

## Agenda Items

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1. Easter Egg Hunt
  - a. No one is on the committee. Helen Scott ran it for the past 3 years and is unsure whether she wants to continue. This is not a fundraiser and Classified budgets money for this event as well as receiving donations from the TMCC community. Because there is no committee, the board is unsure whether this event should be continued. Teri McKinney commented that the money should be used towards the community instead. Cynthia Olivo commented that maybe more advertisement of the event is needed to attract more volunteers to be on the committee. Julia Bledsoe recommended to table this subject until she talks more with Helen Scott.
2. Spring Fling Event
  - a. The event was originally set up to take place on Friday, Mar. 13<sup>th</sup> but the Dr. Hilgersom discouraged this as the Fitness Center Ribbon Cutting will take place at 10 a.m. New dates will either be April 2<sup>nd</sup> or April 3<sup>rd</sup>. Janet Bicker recommended that event take place on April 3<sup>rd</sup> because it's a Friday and Friday's are better for Academic Departments.
3. Every Dollar
  - a. Every Dollar is an HR version of the Financial Peace University by Dave Ramsey. This is a 9 week program. There have been colleagues who've participated in this program in the past and have had positive feedback on it. This program tends to take place in a church setting and there are some scriptures involved but participants would be watching videos and discussing it within a group. Dr. Hilgersom has some concerns regarding religious institutions. Classified discussed subsidizing it where the board can help pay for the cost with the employee. Packages includes family members and would most likely occur after hours. There were some interest in the program but further detail would need to be collected.
4. Phase in Retirement
  - a. Julia Bledsoe spoke about keeping this on Dr. Hilgersom's radar. When it was first brought to her attention, she was unaware that it was available to classified staff. It is a state employment benefit. If approved, the employee is allowed to reduce their FTE while receiving full FTE towards retirement. People who qualify may apply. There was an initial concern of why an employee would want to reduce their last three years of income but it's the last of your highest paid years.
    - i. Eligibility: 5 years with the agency or 65 years old. 10 years with the agency or 60 years old. 30 years with the agency and at any age.
  - b. Julia mentions that applicant needs to be prepared to show how it benefits the college. Dr. Hilgersom raised concerns that if the department can do without the employee at a reduced FTE, then there is a risk to the position. Julia continues saying that there is a strong benefit with a person who is new to the position and having the employee around for knowledge. This benefit is seldom utilized that not many know about it. But Julia is keeping it on the radar. Every application is judged on a case by case basis. Approval goes up the employee chain of command. More information about this can be found in the NAC.

5. Distinguished Classified Grant-in-Aid
  - a. Emeritus faculty are able to take courses after retiring but as of right now, distinguished retired classified staff are unable to. So the board is hoping to establish a similar benefit for classified staff.
  - b. Julia Bledsoe and Sarah Jacobsen met with Becky Josten at the Foundations office regarding establishing an endowment scholarship to help fund this program. But it was found that it must have so much money in order for it to make dividends. A question was asked of why the money doesn't come out of the same fund that is currently being used for classified GIA since many are unable to take courses due to their job duties.
  - c. It was brought to Dr. Hilgersom's attention and she recommended to increase the rigor of the application. Sarah Gill mentions that a comparison of the Faculty Emeritus application to the Distinguished Classified application.
6. Employee of the Month & Year Wall
  - a. More room is needed as the two panels that are currently up have been filled. The classified board are exploring more ways to add more time. Board is working with Jacob Estes to figure out the best route to take.

## Upcoming Classified Council Meeting Date

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1. Thursday, Mar. 19 at 1 p.m. in RDMT 256

**Meeting adjourned** at 2 p.m.