MINUTES
COMMISSION ON CLASSIFIED STAFF AFFAIRS
June 12, 1984

Present: Jane Kidd, Flora Walker, Gary McCombs, Alice Allen, Martin Fowler, Pat Durham, Paul Gable, Diane Haselton, Ron Herrin, Emma Barber, Gary Pringle, Marty Koldyke, Joyce Barrett, Jack McKenzie, Ray Thompson, and Janet Olbon

Flora Walker entertained a motion that the minutes be approved as read. Pat Durham seconded the motion. The motion carried.

Jack McKenzie discussed why the commission should use the Newsletter as a permanent method of communication with the faculty and staff. He also discussed the videotex.

Ray Thompson entertained a motion that the job list be put on the videotex. Paul seconded the motion. The motion carried.

The Constitution and Bylaws committee (Paul Gable, Chairman; Pat Durham; Ron Herrin; and Ray Thompson) gave a report and passed out draft copies of the commission's constitution for the members' consideration.

Jane Kidd read two letters which were received via P.O. Box 2121. One was regarding a promotional policy and the other was regarding typing textbooks. These will be turned over to a committee when the constitution and bylaws are established and committees are chosen. Jane Kidd will prepare a general acknowledgement letter to send to those writing the commission.
The next meeting will be July 10, 1984, at 10 a.m., in the Jordan Room. Gary Pringle will chair the meeting in Jane Kidd's absence.

A motion was entertained by Ray Thompson to adjourn. The motion was seconded by Gary Pringle.

Respectfully submitted,

Ray L. Thompson
Personnel Director

RLT/jho