

MINUTES
COMMISSION ON CLASSIFIED STAFF AFFAIRS
August 14, 1984

Present: Emma Barber, Diane Haselton, Paul Gable, Marty Koldyke, Jane Kidd, Gary Pringle, Alice Allen, Ron Herrin, Martin Fowler, Pat Durham, Sonya Goodman for Gary McCombs, Ray Thompson, and Janet Olbon

Absent: Flora Walker

Jane Kidd called the meeting to order by asking for any corrections or additions to the minutes from the last meeting. Paul Gable made a motion to accept the minutes. Pat Durham seconded the motion, and the motion carried.

Jane Kidd announced that there would be a Faculty/Staff Meeting on Friday, August 17, 1984, at 10 a.m. in Tillman Hall Auditorium and urged commission members to attend.

Jane Kidd lead the discussion concerning putting staff accomplishments in the Newsletter along with the faculty notes. She also mentioned the new publication, Open Forum, which publishes letters from faculty and staff. She has the guidelines for writing these letters to be published.

Diane Haselton and Pat Durham will attend the August meeting of the President's Council with Jane Kidd.

After reviewing the Constitution, Paul Gable entertained a motion to present Section XII to the President for his approval as a part of the Constitution of the President's Council. Alice Allen seconded the motion. The motion carried.

The previously termed "Bylaws" will now be called "Procedural Guidelines." These were reviewed and discussed.

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Ray Thompson entertained a motion that the last sentence of Section I, b. of the Procedural Guidelines be amended to read: "This rule can be waived by a simple majority vote of the members of the commission." Paul Gable seconded the motion, and the motion passed.

There was some brief discussion about agenda items for the meetings. Jane Kidd stated that she would ask for additional agenda items at every meeting.

A motion was made by Paul that Section I, f. of the Procedural Guidelines be amended to read: "An Executive Session may be called by a simple majority vote of the commission members present, when items to be discussed are considered to be of a confidential nature." The motion was seconded by Diane Haselton. The motion carried.

Diane Haselton entertained a motion to accept the Procedural Guidelines, including the approved amendments. Paul Gable seconded the motion, and it carried. Ray Thompson presented a detailed explanation of the recent merit increase plan.

Jane Kidd passed out sheets for the members to rank their preferences as to which committee they would like to serve. The Executive Committee will use the preference sheets to make committee assignments.

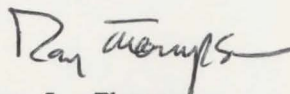
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The Executive Committee will meet Tuesday, August 21, 1984, at 10:30 a.m.,
at Jane Kidd's office.

The next commission meeting will be September 11, 1984, at 10 a.m., in the
Jordan Room.

The meeting was adjourned.

Respectfully submitted,

A handwritten signature in dark ink, appearing to read "Ray Thompson", with a long horizontal flourish extending to the right.

Ray L. Thompson
Personnel Director

RLT/jho