Minutes from our meeting with President Caldwell
February 3, 2006

Those present: President Lee Caldwell, Pam Montrallo, Randy Judd and Sheila Cannon.

1. Legislative Update.
    a. He explained about the request for 3% COLA and 1% merit (or equity). This year the staff received the largest amount of compensation and next year, as promised, it will go to faculty. He mentioned adjunct faculty, which are underpaid as well. We won't know what will happen until the legislature makes their final decision.
    b. There are concerns with 2nd tier tuition. This year, more money was allocated to the staff and not to the faculty; therefore, they are evaluating this.
    c. He explained that mission based funding (Sen. Hickman's bill) will go to programs, not salaries.
    d. We are hoping to stay in the state benefit pool, which is something that is being addressed with the legislature.
2. Strategic Directions.
    a. Smaller staff relative to faculty. Reduce lower paid and part-time positions; replace with upper division part-time students.
    b. Raise average compensation 25%.
    c. A comprehensive equity study would help; include both staff associations and their committees. This has begun and will continue next year. He encouraged us to meet regularly.
    d. Restructure some departments and staff requirements.
    e. The reclassification system is out-dated, and using the class system is no longer valuable. The President wants to use a broad band system and a consultant will be hired to help in this process. The staff associations and their committees will be included as their input will be needed.
    f. His thoughts are to move to a professional managerial structure.
    g. He discussed the budget process. This is an open process and everybody should have a voice, the staff associations are included.
    h. He discussed manager and staff responsibilities. 1) We need to be committed to the students. Make this college a student friendly environment. 2) We also need to be committed to quality in all that we do. 3) Managers need to take more responsibility for discipline, job classifications, etc. 4) We should obtain knowledge of human resource and financial procedures. 5) The employees should be responsible for their own performance, there are some bad examples. 6) Performance evaluations should be completed on a regular basis and efficiently. We addressed the fact that we have committees that are working on this process.
3. Role of Staff Associations
    a. He mentioned that the staff associations should retain a strong voice in policy changes, etc.; more input will be forthcoming. A committee could

be formed to address policy requirements, changes, etc. More, better training will be provided to the staff associations. We must abide by our policies and procedures; please check them before proceeding with any action. We have legal liability issues if we do not. When legal or legislative actions occur, the President is governed to abide by them.

b. We should have strong staff associations. We should be more professional as associations because everything we do reflects on the college itself.
c. He stressed that there are some dangerous trends that have occurred since the two associations were created, and we need to get back on track. Both staff associations have a voice on college council and we need to be unified. We should have a peaceful existence on this campus.
d. He stressed a very big problem on campus; sexual harassment. This is occurring among employees and students. This was a very big problem for President Huddleston as well. It needs to be addressed and stopped. The human resource department is currently working on providing training sessions for us. If you have any ideas or experience in this area, please forward this information to them.