



Item	Description
Date	02/15/18
Time	2:15 pm
Location	

1. Attendees

Role	Name
Chair	Emily Voulgaris
MinuteTaker	Rhonda Clayton
Attendees	Emily Voulgaris, Michelle Smith, Linda Hines, Leilani Flores, Theresa Martinez, Joey Balles, Anna Cortez, Amanda Jurek, Rhonda Clayton, Lori Baumgarten, Carol Riley, Kelly Crosson, Kimberly Bowen-Johnson
Absent	

2. Approval of Previous Committee Meeting Minutes

	Description
Motion by:	Vicki Hudson (by e-mail)
Seconded by:	Linda Hines (by e-mail)
Vote:	

3. Information Items

	Description
1.	Everything was approved at the January 2018 board meeting. The Extended Cabinet Meeting will follow today's Support Staff meeting. Items up for discussion include: the fitness center hours, hours for students living in the dorm, and the copier.
2.	All support staff shirts that were ordered are in.
3.	Employee of the Year ballots are out and are due on February 23 rd .
4.	Support Staff council nominations will be sent out on February 26 th . They will be due back on March 9 th . All nominations will be presented at the March meeting.
5.	<p>Employment Changes:</p> <p>New Employees: Amanda Allen, VP of Planning and Institutional Effectiveness, Wharton Campus, A-113F, extension TBA, allena@wcjc.edu, effective 3/1/18</p> <p>Change in Title/Assignment/Name/Office: Orarean Hooper, PT Adult AEL Instructional Aide, changing to AEL Career Navigator Data Specialist, Wharton Campus, LD 111I, ext. 6324, email same, effective 2/1/18 Margarita Nava, PT Custodian, changing to FT Custodian, ext. 6358, e-mail same, effective 2/7/18 Nicholas Bergan, PT online instructor of Economics, changing to Temporary FT Online Instructor of Economics, e-mail same, effective 1/8/18 Ariel Taylor, Temporary FT instructor of Developmental Math, Richmond Campus, changing to FT instructor of Mathematics, effective 1/8/18</p>

	<p>Carl Price, Temporary FT instructor of Developmental Math, Richmond Campus, changing to FT Instructor of Mathematics, effective 1/8/18</p> <p>Peter Anderson, PT instructor of Geology, changing to FT Temporary Instructor of Geology, Wharton Campus, effective 1/8/18</p> <p>Kayla Harden, Division Secretary to Social and Behavioral Science, Richmond Campus, changing to Payroll & Benefits Specialist, Wharton Campus, ext 6976, e-mail same, effective 1/3/18.</p> <p>Separations:</p> <p>Kirby Pressly, Instructor of Math, Wharton Campus, effective 1/12/18</p>
13.	Door Prize was donated by Carol Riley, Lori Baumgarten, and Kelly Crosson and won by Michelle Smith.

4. Action Items

	Action Items	Responsible Party	Due Date
1.			
2.			
3.			

5. Adjournment

Time:	2:32pm
Motion by:	
Seconded by:	
Next Meeting:	