



Date: January 10, 2020
10:00 – 11:00am
Location: Boyle 160

Attending	Absent	Guest
Owen Murphy, Chair		Laura Boehme
President Laurie Chesley		
Justin Koon		
Caren Graham		
Stephanie Andre'		
Amy Harper		
David Dona		
	Oliver Tatom – COCC Board	
	Duran Fraser	
Erica Waldbillig		

Meeting called to order at 10:00am.

Old Business

A. Minutes from December 13, 2019 – Owen Murphy.

Motion to approve minutes

Motion made by Justin Koon, seconded by Caren Graham

Motion passed unanimously by all members present.

New Business

A. G-30-5 Proposal to include Career Pathway Certificate of Completion (CPCC) students in commencement ceremony (2nd reading) – Tyler Hayes

Motion to approve 2nd reading G-30-5 proposal to include CPCC students in commencement ceremony.

Motion made by Stephanie Andre', seconded by David Dona

Motion passed unanimously by all members present.



B. Human Resources General Policies and Procedures Changes for 2020 (1st reading) –
Laura Boehme, 20 min

- Major changes: where VP/Dean was referenced changed to President’s Advisory Team, removed VP for Administration was referenced as approver for things in HR, changed to President’s Advisory Team and updated for Pay Equity Act requirements.
- Emeritus status for Administrator process was not being followed so this was updated. Faculty may follow the same process as Administrators to go directly to the president because the work group formed to make the emeritus status recommendations was not meeting regularly.
- To comply with Pay Equity Act, the word “minimum” was added in regards to promotion change language instead of the implied maximum 5% pay increase. The Classified collective bargaining agreement was not affected adversely by this change.
- Question was asked about the use of “appropriate” or “designee” referring to the President. Laura stated there are areas where each use is correct.
- G-32-17.2.2 update to confusing language on first sentence & G-32-17.2.3 Executive Compensation states salary placement is left to the President instead of HR department, which is different than all other classes. Additional language will be added to reference Pay Equity in these sections.

Motion to approve 1st reading with additional language & grammar changes.

Motion made by Justin Koon, seconded by Stephanie Andre’

Motion passed unanimously by all members present.

Motion to adjourn this meeting made by Justin Koon, seconded by Caren Graham, motion carried.

Meeting adjourned 10:17am.

NEXT MEETING: February 14, 2020, 10am – 11am, BEC 160