

# Committee

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## MEETING MINUTES

Date: Friday, February 21, 2020

Time: 10:45 am

Place: Adm Board Room

I. **Call to order** – Having no quorum, no call to order was made

### II. Roll Call

- a. **The following committee members were present:** Charley Hankins, Kathy Reaves, Jim Yates, Dusty Shepherd, Dr. Tim Kirk
- b. **The following committee members were excused:** Lauri Wilson
- c. **The following committee members were absent:**
- d. **The following guests attended the meeting:** Dr. Bentley Wallace

III. **Approval of minutes from last meeting** – Having no quorum, minutes were not approved.

IV. **Old Business** – None presented

### V. Actions –

- a. **Facilities, Energy and Safety – James Yates, Chair** – No Report
- b. **Human Resources – Juanita Norful, Chair** – Dusty Shepherd introduced as Director of the Physical Plant
- c. **Institutional Technology Advisory – Kathy Reaves, Chair** – No Report
- d. **Professional Development – Lauri Wilson, Chair** – Katheryn Bourne was announced as a new member representing the Health Science Division.

### VI. Discussions –

- a. **Facilities, Energy and Safety – James Yates, Chair** – No Report
- b. **Human Resources – Juanita Norful, Chair** – No Report
- c. **Institutional Technology Advisory – Kathy Reaves, Chair** – No Report

- d. **Professional Development – Lauri Wilson, Chair – No Report**

**VII. Announcements -**

- a. **Facilities, Energy and Safety – James Yates, Chair – No Report**
- b. **Human Resources – Juanita Norful, Chair – No Report**
- c. **Institutional Technology Advisory – Kathy Reaves, Chair – No Report**
- d. **Professional Development – Lauri Wilson, Chair – No Report**

**VIII. General Announcements -**

- a. No announcements were made. Discussion was had with Dr. Wallace about the purpose and function of the Administrative Affairs Council.

- IX. Adjournment –** Having no quorum, no adjournment was made. Meeting dissolved at 11:01.

*Minutes submitted by: Charley Hankins, Chair*