

Committee

MEETING MINUTES

Date: Friday, March 12, 2021

Time: 9:00 am

Place: via Microsoft Teams

I. Call to order – Friday at 9:01 am by Lauri Wilson, Chair

II. Roll Call

- a. **The following committee members were present** – Lauri Wilson, Chair, Tim Kirk, Bill Fowler, Linda Lephew, Michael Roberts, Moriah Hicks, Heath Waldrop, James Virden, Dusty Shepherd and Ann Southall, recorder.
- b. **The following committee members were excused:** Carey Tucker, Ex-Officio, Valerie Nation and Philip Shackelford
- c. **The following committee members were absent:** Moriah Hicks
- d. **The following guests attended the meeting** – None

III. Approval of minutes–

- a. January 15, 2021 – Motion to approve by Bill Fowler - Motion passes

IV. Old Business – None

- V. New Business** – APM 2.35a Retirement benefits – Bill Fowler reviewed information in related to changes retirement benefits in which full time employees would be eligible. Motion was accept was made by Heath Waldrop. Motion passes

APM 2.42 Salary Adjustments for Degrees Earned – Bill Fowler reviewed procedures included for earning a degree. Now it can be offered to classified staff now, however, a letter to ADHE authorizing this degree based increase each year for the earning of a degree. Additionally, Bill discussed proposal of additional step increase, for staff personnel, not faculty since they are already on step plan. Motion made by Mike Roberts. Motion passes.

VI. Actions –

- a. **Facilities, Energy and Safety** – Philip Shackelford, Chair – No Report

- b. **Human Resources – Michael Roberts, Chair** – Other than APM’s in new business is they discussed potential employee recognition changes.
- c. **Institutional Technology Advisory – Linda Lephiew, Chair** – No report
- d. **Professional Development – Moriah Hicks, Chair** – No Report

VII. Discussions –

- a. **Facilities, Energy and Safety – Philip Shackelford, Chair** – No Report
- b. **Human Resources – Mike Roberts, Chair** – No report
- c. **Institutional Technology Advisory – Linda Lephiew, Chair** – No report
- d. **Professional Development – Moriah Hicks, Chair** – No report

VIII. Announcements –

- a. **Facilities, Energy and Safety –Philip Shackelford, Chair** – None
- b. **Human Resources – Mike Roberts, Chair** – None
- c. **Institutional Technology Advisory – Linda Lephiew, Chair** – None
- d. **Professional Development – Moriah Hicks, Chair** – None

IX. General Announcements – Bill Fowler announced HR will be doing mini-new employee orientations thru Zoom in April. Will be sending out information on the agenda for review or comments.

X. Adjournment – Adjourned at 9:19 am

Minutes submitted by: Ann Southall, Recorder