

HR Committee

MEETING MINUTES

Date: January 21, 2021

Time: 3:30 pm

Place: Via teams

I. Call to order-Mike Roberts at 3:35pm

II. Roll Call

- a. **The following committee members were present:** *Mike Roberts, Kelly Roper, Gary Hall, Brandi Cotterman, Frank Echiverra, Sarah Johnson, Valerie Nation, Mike Roberts, Bill Fowler, Carey Tucker*
- b. **The following committee members were absent:** none
- c. **The following guests attended the meeting:** *Dean Caroline Hammond, Dr. Carolyn Langston, Laurie Wilson, Tim Kirk, Melanie Parks, Michele Hildreth, Sherri Arrington, Vince Dawson, Moriah Hicks, Dr. James Yates, Dr. Cindy Meyer, Danny Cain, Dr. Carolyn Langston, Dr. Casey Martin, Kathy Modica, Kim Britt, Amelia Yarbrough, Amy Sturdivant, Barry Bagwell, Cleanthia Willis, Connie Short, and Cynthia Reyna.*

III. Approval of minutes from last meeting-Minutes were reviewed. Frank Echiverra stated that he was at the last meeting, this has been reflected in the November minutes. Valerie Nation made a motion to accept the November 2020 minutes, Frank Echiverra seconded the motion. All approved.

IV. Old Business-

The APM 2.18- Salary payments amendment- was again discussed and the red lined document changes were available for review by the committee. The proposed change is to change the payroll dates starting in July of 2021 to the 5th of the month. There were no further comments. A motion was made by Kelly Roper to approve the red lined APM 2.18 document to be sent to the Administrative Affairs committee and the motion was seconded by Gary Hall.

V. New Business- APM 2.35 and APM 2.42 were on the agenda for discussion but Brandy has not received any information about them so they will be tabled until next meeting.

VI. Other-

Mike asked for discussion about keeping the same meeting day and time. Gary Hall requested that we change the time from 3:30pm to 4:00pm due to a class time conflict. We discussed this and all were in agreement. We will meet on the second Thursday of the month at 4:00pm.

Brandi Cotterman voiced some concerns about Gary Hall being a representative of the employee club as President and he is already a liberal arts faculty member on the HR committee. It is OK if he represents the employee club as the president and be a member of the HR committee. Should we even have a voting HR committee member that is the President of the employee club. Do we want to make an exception to leave Gary as a member and let him vote on employee club items. The committee decided to leave it like it is now and if we run into a problem we can address it when the time comes.

Mike reiterated to all that he sends the HR committee meeting invites to all faculty and adjuncts, you are not required to attend this meeting Mike just wants all to be able to attend the HR committee meetings since HR affects all employees.

Bill Fowler shared that the 2021 W2's will go out tomorrow or Tuesday. He and Brandi came up with giving the departments W2's to the admin specialists to pass out to their respective employees and bring back the ones that they do not give to employees

VII. Adjournment

Gary Hall made a motion to adjourn. The motion was seconded by Valerie Nation.

Minutes submitted by: Kelly Roper, Secretary