

1. Call to Order: Fran Emory called the meeting to order at 2 p.m.

2. Approval of the Minutes: Barbara Hatheway was in attendance at the January meeting. Otherwise, the minutes were approved as distributed.

3. Faculty Subcommittee: Alison Baker reported that the suggested wording changes made by the Committee in regard to the new procedures for hiring teaching faculty were all accepted by the Administrative Council. There will be a meeting of provosts and division deans to discuss implementing the new procedures soon.

4. Classified Subcommittee: Irene Osterman reported that the classified subcommittee met to consider implementing a program to reward the acquisition of new knowledge, skills and abilities (KSA). The subcommittee said that KSA recognition should be tied to the EWP. The employee’s supervisor needs to approve and endorse the plan as appropriate to the position. There should be predictable increases tied to achievement so that the employee knows what to expect and so that the College can plan for any increase. The subcommittee also suggested that career ladders could be written into the job description, itself.

After some discussion, members of the subcommittee agreed to begin working with Human Resources to flesh out a plan that can be taken to the classified compensation committee. The group will have a progress report at the next meeting.

5. Old Business:

   A. Teaching Faculty Telecommuting Policy: Dan Alford did not attend the meeting and sent no update on this topic.

   B. Faculty Salary Study: There will be a presentation to the faculty regarding the salary study by the Segal firm. Committee members recommended that the presentation not take place during spring break and not take place on Friday afternoon. Myrtho Blanchard went over the scope of the study reaffirming that it would deal with teaching, professional and administrative faculty.

   C. Retirement Application Procedures: New forms require retiring employees to certify that they are not coming back to work for their current employers. The Committee discussed ways of informing the faculty of these new requirements. Of particular importance is that this changes College policy on teaching in the summer after retirement. The faculty handbook will have to be changed. Myrtho agreed to check to see whether retiring faculty would be eligible to teach the second six-week session in the summer.

6. New Business: The question of payment schedules for faculty overloads was briefly discussed. Joey and Fran agreed to discuss this further and bring a proposal to the next meeting.

8. Adjournment: The meeting adjourned at 3:45 p.m.