



September 21, 2018

Meeting Minutes: Administrative Affairs Council

Minutes Submitted by: Ann Southall

This meeting of the Administrative Affairs Council was held at 10:45 am on Friday, September 21, 2018 in the TEC Conference room, 2nd floor (West Campus).

Members Present: Philip Shackelford, Carey Tucker, Bill Fowler, Tim Kirk, Andrew Fielder, Heath Waldrop, Ann Southall, Charley Hankins, Mike Roberts, Ken Bridges

- Review of last meeting minutes (Feb 16, 2018)
 - Motion to approve made by Ann Southall. Motion was seconded and approved.
- New Business
 - Established new officers for the year with Charley Hankins, Vice Chair and Ann Southall, Secretary
 - Human Resources Committee, represented by Mike Roberts
 - Reminder of Benefits Fair on November 5 in the El Dorado Conference Center break out rooms.
 - Subcommittee of the HR committee met with TIAA and Valic to re view best options and felt TIAA still presented the most inexpensive options for the employees on that plan and the College. Council voted to accept this recommendation.
 - Review of APM2.23 Catastrophic Lease changes regarding the additional for maternity purposes was discussed and approved as presented.
 - Council was notified of a discussion about a Social Media Policy. This was dismissed from this council since it was a student committee concern and not of an administrative type discussion. It was noted this was already in Student Affairs Council.

Standing Committee Announcements

- Professional Development Committee met to discussion convocation comments. An overview of the results was discussed by Ken Bridges. Also said they meet on 2nd Thursday of the month at 4 pm.
- Human Resources Committee meets on 2nd Tuesday at 3 pm
- Campus Technology Committee meets on 3rd Tuesday
- Facilities, Energy and Safety Committee – no report or representative

Motion to adjourn was made by Bill Fowler at 11:08 am.