

ACC Meeting Name: Classified Association

Date: February 12, 2008
Chair: Lisa Buck, President

Time: 12:00 p.m. - 1:00 p.m.
Location: CYP

Attendees:

President: Lisa Buck
President Elect: Suzanne Ortiz
Secretary: Jeannie Beach
Parliamentarian: Al Kaiser

Representatives:
Sue Bloodsworth
Leticia Botello
Jackie Mauldin
Cindy Wiseman

Members of Classified Employee Group

February 2008 Minutes

I. Agenda Item: Introductions

Presenter: Lisa Buck

Classified officers and representatives in attendance were introduced. New employees were welcomed. A brief overview of the Association was presented.

II. Agenda Item: ACCCEA Constitution

Presenter: Lisa Buck

The membership at large is invited to review and comment upon the current Association Constitution. The document can be found at this URL: <http://www.austincc.edu/accea/Constitution.htm>. A committee is in place to review the constitution and propose changes. The proposed amendments will be listed as an agenda item for the Classified Association Breakfast, which usually has a large turn-out. The proposed amendments will be distributed by ballot at the Breakfast, and to the Association at large. The changes will be implemented if approved by the majority of those responding to the ballots.

Addendum: Please see attached process clarification from Parliamentarian Al Kaiser.

III. Agenda Item: Academic and Campus Affairs Meeting: Presenter: Suzanne Ortiz

Minutes from the February 1, 2008 ACAC Meeting were distributed. Meeting topics included:

- a) Discussion of the 6-course drop limit for students
- b) F6 - regarding the staffing of faculty
- c) Best Practices - ACC is following up on recommendations made by the Keynote Speaker at the January 2008 General Assembly
- d) FY 2009 Academic Calendar passed

IV. Agenda Item: Committees

Presenter: Lisa Buck

The membership at large is invited to review various College-wide committees which comprise the Shared Governance process at ACC. http://www.austincc.edu/accea/Committee_Reps.htm Individuals are encouraged to volunteer as Classified Association representatives. Please let Suzanne know if you are interested in serving. This is your opportunity to participate and have a voice in the daily business of ACC.

V. Agenda Item: Monthly Payroll

Presenter: Lisa Buck

Kudos and gratitude were expressed to the Administration for allowing employees to choose whether or not to receive monthly paychecks.

ADDENDUM:

Implementing changes to the Constitution is accomplished by:

1. Having the Committee agree on what needs to be changed.
2. Have the proposed amendments listed on the Agenda. (this informs interested participants so that they can attend)
3. Discuss the amendments proposals in the following Council meeting (must be open for discussion).
4. Put the proposed amendments to Vote by ballot.
5. Must be voted on by the entire ACCCEA membership (not just the attendees at a breakfast).
6. Implement changes if approved by majority of balloting (providing that at least two-thirds of the recorded membership responds).

If the recorded membership of classified employees is actually 700 then:

$2/3 \times 700 = 466$ members must respond with either **Yea - Nay - or Abstain**.

Emphatically instruct the membership to return the ballot regardless of their position. A non vote will be recorded as an "abstention vote" and will not be counted as a Nay or a Yea (however it will be considered a response). The plurality of actual votes will determine outcome of voting.

Respectfully,

Al Kaiser