



**EXPECTED OUTCOMES OF MEETING:**

Agenda Item	Discussion	Action Item/ Person(s) Responsible (If applicable)	Timeline/ Deadline
	<p><b>Classified Staff Forums Report:</b>                      Fran estimated an attendance of 50-60 classified staff at the Open Forums in August. Questions, concerns, ideas, and kudos were offered during the forums; Fran, Joan, and Lora are working to compile and summarize the feedback. The summary will be presented to the Executive Committee for review before being distributed to Classified Staff and to Daryl, the Administrative Liaison. Fran also acknowledged the winners of the attendance prize (a printer donated by COS): Shannon Crow and Karen Hester.</p> <p><b>Employee Support Committee (ESC):</b>                      Miriam announced the Holiday Party would be held on Friday, December 7, 2018 at the Hillsboro Civic Center. When the Holiday Party subcommittee meets in September, they will choose a theme for the party.</p> <p>In lieu of the Decorating Contest, the committee is planning a “Can-struction” Contest, wherein buildings will compete by assembling holiday-themed structures from canned goods and other non-perishable items. These items will then be donated to the Vikings Vault Food Pantry.</p> <p>The committee is still working on an Onboarding initiative to provide consistent training for new employees. The first step is a supervisor checklist, which will outline general orientation needs and training for all new employees. Supervisors may then reference the checklist any time a new hire is planned. The committee will send the draft out for comment and feedback in the next few months. Miriam also mentioned Kristen Sides has added materials to the welcome packet received by new employees and ensures they have a parking pass and ID on the first day of work. Even small changes like these can make a big difference in the welcome employees receive.</p>	<p>Fran Moore</p> <p>Miriam Rougely</p>	
<p><b>New Business</b></p>	<p><b>Executive Committee Meeting Schedule:</b>                      The committee agreed to continue meeting on the first Thursdays of the month at 11:00 a.m.</p> <p><b>Board of Trustees Report: July 26, 2018</b>                      Fran attended the Board meeting in July and reported that the main discussion points and public comments were about the pool and the faculty BAT-FAT agreement. Several community members asked for the pool to remain open. Faculty members addressed the Board to ask for a special meeting in August so that the BAT-FAT negotiation could be approved before a new labor law (HB1413) went into effect.</p>	<p>Fran Moore</p> <p>Fran Moore</p>	



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<b>Certified Staff Liaison</b>	No report; Kristen was not able to attend the meeting.	Kristen Yelton	
<b>Faculty Liaison</b>	<p>Rebecca Ellison reported: Faculty Senate’s first meeting of the year was during Opening Week.</p> <ul style="list-style-type: none"> <li>• Faculty decided to make a concerted effort to attend board meetings and speak before the Board regarding faculty concerns.</li> <li>• Compensation Study: each faculty member received a salary sheet showing where his or her salary started, and where it should be under the new compensation system. These sheets were developed by a task force that met over the summer. \$100,000 has been budgeted to address the compensation issues, half of which will be used for the faculty. Nothing has been shared yet with faculty as far as how exactly the money will be distributed.</li> <li>• Faculty also discussed the consultants that were hired for the compensation study. Since much of the work done by Fox Lawson was incorrect and therefore not utilized for the study, faculty would like to see if the College could recoup some of the money paid for the study.</li> </ul>	Rebecca Ellison	
<b>Liaison to Faculty Senate</b>	Teresa Schwartz reported faculty senate also discussed the Shared Governance Task Force. Vivian Aubuchon contacted Jim Reeves to ask for an update, and he has not responded. Vivian asked if the report he submitted would be shared with the Board, as it is one of the only opportunities for these issues to be presented to them.	Teresa Schwartz	
<b>Constituent Concerns</b>	<p>A member brought forth a concern that the bathrooms in ASII are not being cleaned and the trash is not being emptied regularly. Anthony Merseal made note and said bathrooms are generally cleaned once a day, in the evening. He said he would address this concern with the night crew.</p> <p>Another representative noted there have been some complaints about vending machines not being stocked. Debbie Bonham in Daryl’s office has been checking, and this issued should soon be addressed.</p> <p>A member asked about a new Mercy clinic opening in Hillsboro, whether it would affect the on-campus clinic. Fran answered she heard from Aida that she was not involved in the new clinic, and it will not affect her hours on campus. Another concern was raised regarding athletes utilizing the clinic for physicals and/or drug testing. When all athletes come on the same day, the clinic cannot see other patients.</p>	Executive Team Members	
<b>Executive Session</b>	The committee entered Executive Session at 11:25 a.m. Restructure of the representative groups was discussed. The committee returned to Regular Session at 11:38 a.m.		

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<b>Adjournment</b>	There being no further business, Daniel Boyer motioned to adjourn the meeting. Sue Lerch seconded the motion. The meeting was adjourned at 11:38 a.m.	Joan Warren	

Next Meeting Date: Thursday, October 4, 2018, 11:00, Viking Room

Respectfully Submitted,  
Miriam Rouggy  
Secretary, Classified Staff Executive Committee

DRAFT