

Minutes of the
Association of Classified Employees (ACE) Council
November 10, 2005

Present: Erin Miller, Nan Braddock, Peg Mason, Jeb Martin, Debbie Cockburn

Opening: The meeting opened at 8:10 a.m.

Approval of Minutes: The minutes from the October 13, 2005, meeting were approved as submitted.

1. A date for the proposed meeting with Board of Trustees liaisons to ACE, Mike Nyikos and John Coors, was explored. The proposed dates from Nyikos were 11/21, 11/22, 11/28, and 11/29. Four members could meet 11/29. Four members could meet any day. Dick Porter sent word that he could meet any time. November 29 is the preferred day, but some members could meet on other dates if one was chosen. The council will advise the BOT assistant of these dates.
2. A summary of responses to the presidential search questionnaire was tabulated. The questionnaire asked for qualities that the President of CSM should embody. Qualities classified employee respondents listed are:
 - a. Take a proactive role to protect classified employees through any possible changes in the status of CSM as a result of privatization or enterprise status.
 - b. Proven record of fundraising abilities.
 - c. University experience in teaching, research, academic management.
 - d. Must have earned a PhD in one of the earth sciences, mathematics, engineering, chemistry, or physics.
 - e. Proof of name recognition; a record of publications in peer-reviewed journals.
 - f. Communication skills – someone who is approachable and communicates with clarity.
 - g. Will have concern for all groups (classified staff, faculty, students) and organizations within CSM; has a commitment to understand needs and issues of all campus groups.
 - h. Will take an active roll in the decision-making process, as appropriate. Will support policies and procedures established to provide secure, cooperative, and safe environment. We want someone who will step in to make final, maybe unpopular, decisions and/or push through policies that may be unpopular - read: may override vice presidents/fiefdoms.
 - i. Must have business acumen: business management experience in the private sector.
 - j. Ability to negotiate and build positive relationships with the local communities, legislature, government entities.
3. Hiring new webmaster – Tanya Slota agreed to take the responsibility from Erin, who will leave the Council in January. The Council agreed to pay her \$12/hour to be paid out of the ACE discretionary fund. Her salary will probably run about \$50/month. Debbie will prepare a contract. She will advise Tanya to contact Erin to begin the transfer process.

4. *Newsletter:*
 - a. Erin has conducted the interview with Dr. Trefny, had drafted the article, and gave it to Dr. Trefny for review. She also has a photo of Dr. and Mrs. Trefny.
 - b. Summarize the classified response to the presidential qualities questionnaire and the Board of Trustees' liaison meeting.
 - c. Put in an article reminding people of the upcoming second annual classified employees' spring gathering. We need a theme for the event and volunteers.
5. A motion was made to adjourn the meeting. It was seconded and approved. The meeting adjourned at 9:09 a.m.