

Labor Management Committee Minutes

July 23, 2008

Cowan Hall Conference Room

Present: Kathy Jaynes, Debbie Ritz, Mike Campbell, Jane Stuart, Lil Lipp, Julie Strobel

Call to Order: The meeting was called to order by Julie Strobel at 2:00 p.m..

Approval of Minutes: Minutes of the June 18, 2008 were reviewed and approved unanimously.

Old Business

The committee approved changes to the Employee Evaluation form suggested at the 6/18 meeting. In addition, it was decided to omit the Performance Review Overall Rating at the end of the evaluation. It was further decided to submit the employee evaluation form to the UAC Committee as a general evaluation form to be used by both classified staff as well as professional/administrative employees. Kathy will rework the cover sheet so that it is a simple "how to" sheet for completing the employee evaluation and then e-mail copies of the revised cover sheet to committee members for final approval before going to UAC.

LMC Training Schedule – The committee decided that a one day training session for LMC committee members and others interested in serving on the LMC would be sufficient. Possible dates for the one day training included: Sept 16, Sept 17, Oct 14, or Oct 15. Kathy will get in touch with Raymond Berg to see if he would be available to provide the training on one of these days.

New Business

Debbie reviewed the upcoming Faculty/Staff orientation schedule with the group including an evening BBQ on August 25th in the SUB, and wine and cheese on August 27 at Chancellor's home.

Kathy added that there would be Supervisory Training included this year that would cover a variety of topics for supervisors. Classified staff was encouraged to provide suggestions to Kathy for topics to include in the training.

Mike Campbell explained that Microsoft e-learning modules would soon be available to employees. More information will be forthcoming.

With no further business, the meeting was adjourned.

Next meeting will be August 21st (Thursday) 2-4 pm in the Cowan Hall Conference Room.

NOTE: August 21st meeting was cancelled. Next meeting was held on 9/17/08.