

MINUTES

Labor Management Committee Meeting

October 27, 2010

Library Conference Room

Present: **(Labor)** Julie Strobel, Jane Stuart & Alternate Elaine Allen
 (Management) Debbie Ritz, Mike Campbell & John Donaldson
 (Ex-Officio Standing Chair) Kathy Jaynes

- I. **Call to Order** by Kathy Jaynes at 3:15 p.m.
- II. **Approval** of September 22, 2010 minutes as read, moved by Debbie Ritz, 2nd by Jane Stuart.

III. Old Business

a. Custodian I and Custodian II positions

The subcommittee did meet to discuss the situation, although John Brese was unable to attend. As they were not able to come to a conclusion, Dan Ulmen said he would research further. Kathy reiterated that employees should not be working out of their role descriptions.

b. Christmas Break—work option

Jane asked again about the option of working from home during the Christmas break. Debbie stated that Frank did respond, saying he was not in favor of the option as he wished for employees to enjoy the holiday, and there shouldn't be a need to work as there has been six months to prepare for the break.

IV. New Business

a. Diversity Committee

Kathy mentioned the committee and hoped people would get involved. The committee meets approximately once a semester and is working with a new director.

b. November LMC meeting

Discussion was held about the inconvenient time the fourth Wednesday of the month hit in both November and December. It was decided to combine both meetings into one the first part of December. The meeting

will be held December 8, 2010 from 3-5 p.m. in the Library Conference Room.

c. Expiration of Committee Members' terms

Kathy reminded the committee that members cannot serve more than two consecutive 2-year terms according to the bylaws. Terms should be expiring as of January 1, 2011. After discussion it was decided that when the bylaws were revised in January 2010, all terms were refreshed. This would mean that all members will be completing the first year of their first term (2 year term) at the end of this calendar year. It was also mentioned that the committee will need a replacement as Julie Strobel will be leaving. The committee decided to use an alternate for the December meeting. All members desired to stay and were reminded to check with their alternates to see if they wanted to remain alternates.

V. Other

a. Organizational Chart

Jane inquired if there had been revisions to the chart on the website. Debbie will double check. Kathy encouraged all to bring any errors on the website to Marianne's attention.

b. Labor/Management

Jane made a comment that she wished that Labor was not the only party bringing up issues at the meeting. She wanted to hear from Management Members. Management agreed, but it was also stated that they hoped if they had an issue with an employee they would handle it in a more private setting. Jane was concerned that in some situations an employee might not feel comfortable bringing up an issue with their supervisor. Kathy brought up the possibility of some appropriate trainings that might help.

VI. Adjournment

The meeting was adjourned at 3:46 p.m. Julie moved/Mike seconded.

Minutes prepared by Carrie Chapel