

Compensation and Benefits Committee

Meeting Minutes

September 8, 2014

I. Call to order

George Kleeb called to order the regular meeting of the Committee at 11:00AM on September 8, 2014 in MH 114.

II. Roll call

George conducted roll. The following persons were present: Sonja Sibert, George Kleeb, Robert Byram, Kara Coates, Cherie Jacques and Ed Nickel

Absent: Donald Jones and Mike Whitehead

Excused: Rita Bagwe (class lab), Tami Potter (vacation)

III New Issues & Projects for the 2014-2015 year

a) Merit Pay Proposal for those hired in the Fiscal Year (July/June)

A discussion was held on the charge that we create a revision of the Merit Policy and Procedures document. A question arose during the summer regarding the employees hired during the school year receiving evaluations and merit pay. We need a policy for the July 1, 2015 fiscal year on the new employees hired during the prior fiscal year. The committee members are to think about this subject and in future meetings we will develop recommendations of a revision to the merit policy.

b) Professional Development Funds Request Policies and Procedures

We Reviewed the Policy and Procedures document and Professional Development Funding Form for the coming academic year. The committee members voted to grant \$2,500 for the Fall for 2014 semester and \$1,000 for Spring 2015. Due to the budget being \$3,500 for the year, we agreed that we would only award conference registration up to \$350.00.

c) We will discuss what level of reporting that a person receiving professional development funds should make after attending the event. (i.e. should it be at the department level? The college in service? Should it be written?)

IV Professional Development Fund Requests

Mike Elbert	\$265.00 Conference Registration	Approved
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Pete Bagley	\$250.00 Conference Registration	Approved
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V Adjournment -George Kleeb adjourned the meeting at 11:40 AM.

Minutes submitted by: George Kleeb

Minutes approved by: George Kleeb