



Classified Council Meeting March 20, 2013

Present:

**Sylvester Anderson
Carolyn Avery-Hudson
Jackie Barnacastle
Roselind Blackwell
Haley Bunney (Secretary)
C.H. Clark
Rachel Hill (Chair)
Lisa Kincaid
Anna Major (Vice Chair)**

Rachel called the meeting to order at 10:00.

- **Safety and Security Information – Guest Presenter: Darron Billings**
 1. **JSCC will have a fire drill on March 21, 2013 and a lockdown drill on April 19, 2013. Darron is aware of and working on some concerns such as speakers not working properly in the Library and Student Union.**
 2. **Darron is coordinating with the Director of Emergency Management to schedule CERT training on campus, more information will be available when a date is set.**
 3. **JSCC is responsible for providing a secure place for students in an emergency. However, employees cannot force a student to stay if they are determined to leave. Employees are mandated to follow our safety procedures in an emergency situation. Please see the Environmental Health and Safety channel on jWeb for more information concerning safety.**

- **Old Business**
 1. **Professional Development Day for classified employees was on February 21, 2013. Fifty-four out of Seventy-six classified employees attended the event. Thirty-two employees completed the satisfaction survey and all responses were positive. Suggestions for next year's event: healthier choices of food for people with diet restrictions and possibly move the event to April or May to go along with voting on employees of the Classified Council.**
 2. **The Classified Council is submitting changes to the Constitution and By-Laws to Dr. Blanding for approval.**
 - a. **Council members will now serve for a period of 2 years with an option of serving for an additional year.**
 - b. **Council members must wait 6 years between terms before being allowed to be voted onto the council.**

- c. **The Classified Handbook will now be housed in the Human Resources Office.**
 - d. **Voting for council members will take place in April at the Professional Development Day.**
- **New Business**
 - 1. **Rachel has purchased a pendaflex with all the classified council minutes, member roster, and other important information about the council.**
 - 2. **Official roster has been created for current council members and will be maintained going forward. Chair and Co-Chair will sign the roster.**
 - 3. **JSCC Night at Pringles Park is April 11, 2013. There is a competition between classified, pro-tech, and faculty of who can have the most employees at the game. The division that has the most will get a professional development day later this year.**

Rachel adjourned the meeting at 11:15.