Administrative Advisory Committee Meeting
Treasure Room – Reis Hall
August 14, 2002

Present: Sally Barrett Hanley, Dave Chambers, Phil Foxman, Gretchen Kerr, Mary Jane Lombardi, Andy Naples, Sherry Proper, Marian Sherwood, Kathy Uglow. Jim Fitch, and Linda Wetsell were unable to attend the meeting.

Sherry Proper called the meeting to order at 11:00 a.m.

Old Business:

- This meeting's purpose was to allow AAC members time to discuss their reactions to the clarifications Marcus Buckley gave at the previous AAC meeting on August 12, 2002, concerning the draft of the Personnel Policies and Benefits Handbook for Exempt Employees.

- The meeting was opened up for general discussion. Members referred to the questions/comments handout that had been collectively prepared by AAC and given to Marcus for his review and comments. Each section of points was discussed in detail and the Committee reached consensus on what a sub committee should write as a response.

- The sub committee members are: Gretchen Kerr and Sherry Proper, who will write the draft of AAC's response, and Marian Sherwood and Mary Jane Lombardi, who will edit the draft.

New Business:

- It was decided not to schedule the next AAC meeting until a later time.

The meeting adjourned at 12:15 p.m.

Respectively submitted,

Kathy Uglow
Secretary