11.04.10 AAC meeting

Present: Alan Barlett, Jason Ramsey, Matt Gullatta, Jen Foxman, Betsy Rhoades, Sandra Sanford, Tahirah Jordan, Kelly Boulton

Minutes Review: Kelly noted the need to add the list of individuals present at the 10.07.10 meeting. Matt made a motion to accept the minutes after this has been added, Betsy seconded and the motion passed unanimously.

Financial Report:

Matt stated our account balance is still at $935.50. Jason provided a brief overview of the SAC third trilogy event expenses discussed in depth at last month's meeting. Since then he has spoken to Tammy and Kathy again and he proposed to the AAC that we offer to pay half of the catering costs for the event since SAC paid for this expense out of this fiscal year's budget and are therefore already over budget for the year. Jason also suggested AAC commit to contributing 50/50 on both finances and planning for future trilogy events with SAC. There was much discussion about the implications of this unplanned expense on our part. Offering to help pay for this would leave AAC with about $396 remaining in this fiscal year's budget. Alan noted this might mean that other projects that have been floated in the committee, such as recycling labels, may not be an option to fund this year. Jen suggested we split the cost with SAC and then deal with the lower than expected budget for this year by being creative about the trilogy events and emphasizing the opportunity to get out of your office and see everyone rather than relying on gift cards and catering to lure attendants to the events. Betsy suggested and Kelly agreed that there is also a need to ensure there is communication with SAC that we cannot be expected in the future to commit to sharing expenses after the fact. Jen suggested we propose a joint meeting each semester to discuss the trilogy events and/or other collaborative events. Betsy suggested having and SAC and AAC trilogy subcommittee joint meeting outside of the normal meeting times might also be an effective way to create the needed bridge of communication and planning. After much discussion, Jen made a motion to offer to pay 50% of the $1115 catering bill, or $557.50, and commit to working collaboratively with SAC both organizationally and financially on all future trilogy events. Matt seconded the motion. All voted in favor except Tahirah who stated she disagrees with AAC incurring a cost that was not due to our choices but does support 50/50 orginizational/financial commitment in the future. Additional discussion revealed the committee, in general, disagrees with the principle of incurring the unplanned, uncommitted cost, but there was a sense that since administration members benefited equally from the event it was reasonable to help pay the expense and plan and communicate better in subsequent collaborations.

HR Subcommittee:

Jason stated the subcommittee met and reviewed a number of issues which had been raised regarding college policy and the HR handbook. One such issue was a concern brought to the committee via Betsy that several positions were created and filled without being posted internally and offered to anyone who was qualified. Rather the positions were internal promotions for specific people. Jason noted this was an issue that AAC already took to HR and which they were told was not in violation of the handbook. Tahirah stated that AAC's HR subcommittee felt that the first paragraphs of 400.6 and 400.12 are in direct conflict with each other since 6 states "notice of all position vacancies will be made available to employees" while 12 states "circumstances may warrant filling a new or vacant position from among current employees of the College without conducting a search." Tahirah did follow-up research into the legal standpoint of the Equal Employment Opportunity and felt the language of these two sections would be stronger and clearer if HR stated more specifically what circumstances influence such decisions. The handbook could also be strengthened with a better explanation of the difference between position vacancies and promotions so the two sections do not conflict. There was some question of whether Allegheny is legally bound by EEO standards or whether we just attempt to adhere to the "spirit" of EEO. Jen questioned whether this was really an issue of HR handbook language and policy or whether it was simply a sense that internal promotions are not fair to all. After much discussion, Jason suggested he would have a conversation with Pat Ferrey about the nature of the complaint and gather her feedback for the HR subcommittee. Alan moved that the subcommittee will then develop a proposal for clearer language for the HR handbook and offer it to Pat as a suggestion that resulted during the consideration of the complaint and the uncovering of the conflict of language in the two handbook sections. Matt seconded, with unanimous approval.

Betsy made a motion to adjourn and Matt seconded it.

Addendum to the minutes:

After additional research, Jason Ramsey found that the amount to be transferred to pay for the 2010 Trilogy events was actually $507.50, not $557.50. He confirmed that with the committee via email after the November.