

**YCSA Meeting Minutes – 08/18/08 - Employee Day**  
**Prescott Campus, Building 4-102**  
**11:45 a.m. – 1:00 p.m.**

Members Present:		
Alice Burroughs	Ginger Johnson	Marcia Byrd
Amy Welden	Ginney Bilbray	Maria Rosales
Barbara Cohen	James Rider	Misty Loughmiller
Carlie Salazar	Jane Hersh	Nick Alexander
Cathy Gertsch	Jodie Buehler	Patty Winkels
Chris Abbate	Joe Lee	Ronni Kearns
Colette Strassberg	Juanita Lucero	Rosie Fox
Dave Ellison	Ken Schoch	Ruth Alsobrook-Hurich
Debbie Orlando	Laura Moore	Sheryl Pine
Diane Mazmanian	Larry Granados	Susan Carroll
Eleanor A. Morgan	Linda Evans	Teresa Schwickerath
Eleanor Beach	Lisa Simpson-Kyle	Todd Conaway
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Agenda Item	Discussion – Update/Action	Recorded by Jodie Buehler, Secretary
1. Call to Order		
	Todd Conaway called the meeting to order at 11:55 a.m. Board members introduced themselves to the membership that were present.	
2. Approval of Minutes from 01/23/08		
	Alice Burroughs moved and Teresa Schwickerath seconded. Vote was taken and unanimously passed.	
3. President's Report		
a. Part-time Employee Policy Progress	a. Todd discussed a part-time employee tuition waiver policy draft was presented to the policy review council for consideration. The council is made up of Rose Hurley, Cheryl Moreno, Todd Conaway, Dave Gorman, Rebecca Chavez, Adrienne Taber, Sandra Garber, and Steve Walker. Todd said the group represents administration and staff personnel.	
b. Carpooling Project	b. Todd thanked the individuals that helped design the carpooling template that is housed in Blackboard. Any YCSA member can access the information and pursue carpooling options with other employees as needed. During the discussion, a member suggested the college offer shuttle services between campuses for students and staff. The members wanted the Board to research the possibility of offering a "ticket" to purchase a seat on a shuttle between campuses. Do other community colleges provide this service? If so, what logistics are involved? The Board asked for volunteers to research the suggestion. No one stepped forward at the meeting, but the suggestion is worth looking into as a possibility.	
c. Strategic Planning Committee	c. Todd mentioned he couldn't attend the last SPC meeting so Gina Woodman, VP, went to the meeting in Todd's stead. She reported the meeting was attended by a number of individuals who were representing others who could not attend. She said a discussion was brought forward about a 4-day work week sometime in the future to help minimize the strain on commuting to work from high gas prices.	
4. Election of Officers		
	The President/Vice President/Alternate Representative positions are open. A number of members present voted for the President and Vice President, but the	

	<p>alternate representative had to be a write-in candidate. The membership agreed to announce the winners of the election 10 days after the Employee Day meeting to comply with the YCSA bylaws. Jodie will send out a newsflash so the membership can vote for the Open positions, and then once the votes have been tallied, 10 days after the meeting, another Newsflash will be sent to inform the membership of the new Board members for the coming year.</p>
<p>5. Professional Development Travel</p>	
	<p>Discussion involved funding criteria and how members can share their conference experiences with the association. Suggestions ranged from conference participants providing a simple overview of what their experience was like at the conference and it would be put into Blackboard for members to see; a workshop at the next Employee Day designed for participants to share their conference experience with the college community. Jodie was asked to send Cheryl Moreno, the designated HR Employee Day coordinator, a request to see if an afternoon workshop could be arranged to provide the YCSA professional development funding recipients an opportunity to share their impressions/experience regarding the conference they attended.</p>
<p>7. Topics for Future Discussion</p>	
	<ul style="list-style-type: none"> <li>○ Out-of-State travel- A question was raised if there were any funds available for out-of-state travel. If an employee is presenting at a national conference on behalf of the college, Dr. Goswami may have funding available for that function, although the employee should first approach their division/department and the YCSA professional development funding committee before communicating with Academic Affairs.</li> <li>○ Volunteer – As an organization, discussion surrounded opportunities as a group to perform community service. One member suggested taking donations to support an effort to send flowers, cards, etc., for a variety of situations, e.g., retirement, recognition of illness, death, recovery, etc. Nothing final was determined. The Board will discuss the suggestion at their next Board meeting.</li> <li>○ The Future Farmers of America (FFA) have their annual events hosted at the Chino Valley Agribusiness Center in October and the Board requested interested members contact Karen Smith or Carlie Salazar regarding their availability to assist with the event.</li> <li>○ Sustainability – Recycling efforts are underway on the Verde Valley campus. The Prescott campus provides recycle bins and the membership was encouraged to participate.</li> </ul>
<p>8. Adjournment</p>	
	<p>Todd Conaway recommended adjourning the meeting. It was adjourned at 12:50 p.m.</p>