

**Exempt Employees Advisory Committee**  
**-Minutes-**  
**October 19, 2006**

Committee members present:

Sheila Cudd	Shaun Meredith
Melinda Eddleman (recorder)	Kevin Murphy
Jeff Getchell	Dr. Leonard Rivera
Karen Hooten	

Committee members absent:

Warner Collier (conference)	D'Ann Poland
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- The meeting convened at 12:10 p.m. at the Coleman Center on Del Mar College West.
- Committee members approved the minutes for the Sept. 7, 2006 meeting with Shaun Meredith giving the first motion and Sheila Cudd seconding.
- No comments were made during the Public Comments section of the meeting.
- Committee reports were given.
  - Jeff Getchell sent his notes for the President's Staff meetings to everyone by email.
  - Melinda Eddleman noted that she sent a request for everyone on the EEAC to receive access to MyDMC. As of Oct. 19, individuals who did not have access before the request still did not have access. The committee discussed MyDMC and how everyone could use the portal for a discussion group and file sharing. Kevin Murphy will set up an EEAC group for the committee to use once everyone has access.
    - Access is the same as email. Committee members will use their user ID and current password.
    - Currently, MyDMC is the official mode of communication with DMC students.
- The EEAC discussed the use of Social Security Numbers to identify employees. Use is soon to be eliminated. Everyone should familiarize themselves with the policy regarding Social Security Numbers. It was mentioned that many employees don't use them on forms.
- Kevin Murphy mentioned the KEDT partnership with Del Mar College. He noticed an announcement. Leonard Rivera noted that when KEDT raises the funds to build an adjoining 18,000 square-foot facility, the public broadcasting company will partner with Del Mar TV. Additionally, the KEDT radio station will benefit DMC students.

- The EEAC discussed the upcoming forum scheduled for the Board of Regents candidates running in the Nov. 7 election. Sheila Cudd will serve as timekeeper. Melinda Eddleman will remind Rosa Linda Reynoso, president of the College's chapter of the Texas Association of Chicanos in Higher Education, to send a "dmcalls" out to the campus community.
- The Professional and Organizational Development (POD) Committee scheduled a meeting for 4 p.m. on Oct. 19 to discuss representation from different groups across campus. Karen Hooten has served on the committee and would like to continue representing the EEAC.
- Committee members discussed the policy revision sent out by Payroll that would require new employees to utilize direct deposit. The biggest concern among the group included fees associated with any services related to using direct deposit. The committee wasn't sure how many current DMC employees don't have direct deposit.
  - Faculty members have already worked out payment issues, including summer pay.
  - Most members on the EEAC use direct deposit.
  - Non-exempt employees may have more issues regarding direct deposit. The College should provide assistance or training to those who have not used direct deposit before.
  - Leonard Rivera mentioned that during the last President's Staff meeting, John Johnson covered issues related to direct deposit and that the College must provide multiple ways of paying employees. Individuals may be living paycheck-to-paycheck. Law requires the College to have optional ways to provide employees their earnings.
  - The committee discussed the services banks should provide and that they should competitively compete for the College's business in order to provide the best benefits for DMC employees. One committee member mentioned that individuals could conduct up to five direct deposits from one paycheck.
  - Members noted that Human Resources could provide checking services training to individuals who have not used this type of service before and do not understand it.
  - Members asked the question about whether or not the College could legally mandate direct deposit.
  - Kevin Murphy noted he would draft the EEAC's position and concerns about the policy change and turn it in.
- The EEAC opened the discussion up to committee goals as a whole for the campus and general community. Kevin Murphy noted he would leave the issue open so individuals could set personal projects as their objective. The EEAC could then help spread the word about initiatives that would benefit DMC employees and students and the community. Members discussed some of the initiatives they undertook this past year, including community projects that projected the College as a community partner. The EEAC concluded that nothing says that the committee can't be used as a forum for community service where individuals can make personal appeals using *apt@delmar.edu*.

- The committee discussed ways Exempt Employees can assist the College, including serving as test proctors at the Testing Center. Individuals could also volunteer for recruitment efforts in the community. President Garcia has asked that employees become more involved in the community as representatives of Del Mar College.
- Kevin Murphy noted that the EEAC may need to request a small budget in order to accomplish small projects.
- The EEAC discussed how Human Resources could also temporarily reallocate people resources to areas with staffing shortages if individuals have completed work in their own areas. The Testing Center was cited as an example, which suffers from a shortage of test proctors.
- The committee also discussed attendance of EEAC meetings by committee members. Kevin Murphy will review the policy and send appropriate notices.
- The meeting adjourned at 1:14 p.m.