

**Non-Exempt Advisory Committee
Minutes for Meeting of November 14, 2007**

Call to Order:

The meeting was called to order at 4:10 p.m. by Karen Huegler, Chairperson. The following members were present: Norma Barbosa, Mary Cantu, Leti Clark, Gina Diaz, Geneva Dupnik, Maria Yolanda Garcia, Yolanda Molina, Colleen Pike, and Margaret Serna. The following members were absent: Dianna Jobe and Ken Spitzer.

Approval of Minutes:

Huegler asked for a motion to approve the minutes of October 10, 2007. Cantu motioned to approve the minutes. Clark seconded the motion. The motion passed unanimously.

Report on President's Staff Meeting of October 31, 2007:

Serna presented an overview of the meeting. She reported that each representative was allowed five minutes to inform the President's Staff of their review of the proposed policy changes. Serna interpreted that each committee/council did not concur with the proposed revisions. The policy revisions were tables until the January 2008 Board meeting.

Serna expressed concern on the projected fees related to the revisions to the Open Records Policy. Thus, Huegler advised the committee to review the policy carefully and provide input to the committee.

Representatives on Standing Committees:

A motion was made for Serna to continue representing the Non-Exempt Advisory Committee (NEAC) on the President's Staff Committee. Pike seconded the motion. The motion passed unanimously.

Serna motioned for Cantu to continue representing the NEAC on the Budget Committee. Barbosa seconded the motion. The motion passed unanimously.

Exempt Employees Advisory Committee:

Serna emphasized the relationship with the Exempt Employees Advisory Committee (EEAC). Kevin Murphy, the current chairperson, invited the NEAC members to attend the EEAC meetings. Serna and Cantu will be attending the next EEAC meeting.

NEAC By-Laws Subcommittee:

Huegler requested volunteers to form a subcommittee to revision the by-laws. Clark motioned for Diaz to chair the subcommittee. Cantu seconded the motion. The motion passed unanimously. Clark and Serna will work with Diaz to revise the committee by-laws.

NEAC Membership List to President's Office:

Cantu informed the committee that the membership list should be submitted to the President's Office, thus, informing his office that the committee is active.

Proposed Policy Changes:

Huegler reviewed briefly the proposed policy changes. Questions arose on Policy A5.13.2 Professional Development. The committee agreed that the proposed wording was applicable. However, the discussion related to the budget allowances for this directive. The committee concluded that the expenditures would be channeled through the departmental budget.

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Regarding Policy A5.49 Progressive Discipline, Huegler requested that the committee review this policy carefully. Cantu motioned to request that the committee review the policy wording and submit input to the committee promptly. Dupnik seconded the motion. The motion carried unanimously.

Huegler informed the committee to analyze the remaining proposed policy changes. Cantu motioned to distribute via e-mail the proposed policy changes to the committee for review. Diaz seconded the motion. The motion carried unanimously.

Old Business:

Regarding an e-mail from Laura Day to discuss "a vote of no confidence in the leadership of Del Mar College" in an upcoming Faculty Council meeting, EEAC Chairperson Murphy is asking for feedback from the NEAC. Diaz stated that the President is following the Board of Regents' directives. Pike motioned for the NEAC to abstain from voting on the Faculty Council's proposed motion. Dupnik seconded the motion. The motion carried unanimously.

Next Meeting:

Serna motioned to schedule the next meeting for December 10. A member seconded the motion. The motion carried unanimously.

Adjournment:

Cantu motioned to adjourn the meeting. Barbosa seconded the motion. The motion carried unanimously. The meeting adjourned at 5 p.m.