TOPIC: Guest Speaker: Dr. Jack Daniels III

Dr. Daniels addressed the Assembly and stated that at the last College Assembly meeting, he was asked about communication possibilities from the Cabinet to the College community. He announced that starting early March 2015, a quarterly communication would be initiated for just this purpose. In addition, future convocations will inform the College community what the Cabinet is doing as well.

Dr. Daniels also spoke about the upcoming Metro campus decision, and stated that this is not only an internal decision, but a Board decision as well. He described the timeline for making the decision, the amount of work to be done in the next six weeks, as well as the need to loop out to students.

Finally, Dr. Daniels wanted to reinforce the expectations of Shared Governance, in that we share the process, data, and intermediate steps. All of us play a role in sharing information.

Action: N/A

TOPIC: Guest Speakers: Mike Verdoorn & Kristin Gebhardt

Mike Verdoorn and Kristin Gebhardt addressed the assembly regarding the classification survey and its implications, as well as the timeline of information dissemination to employees.

TOPIC: Review Agenda

The agenda was approved as presented.
TOPIC: Review & Approval of January 28, 2015 Meeting Notes
Handout: January 28, 2015 College Assembly DRAFT Meeting Notes

The Meeting Notes were approved as presented.

Action: Ann to save draft minutes as final.

TOPIC: Task Force Report Outs
Handouts: ERBIT PP Presentation, Analysis Matrix, Purpose/Recommendation

- The Early Retirement Benefit Interest Team presented their findings. The team was composed of Turina Bakken, Marie Dusio, Bernie Hoes, Kevin Mirus, Kristin Gebhardt, Sylvia Ramirez, and supported by Ann Camillo. The ERBIT was charged by the College Assembly Co-chairs "to consider options to the recent Early Retirement Decision that respond to the primary interests expressed about that decision and still meet the financial goals of the College that underlie the original decisions". After discussion, the recommendation was presented for thumbing, and was not accepted.
- Due to time constraints, the Budget Task Force and the Metro Campus Task Force were not able to present. Their updates were tabled until the next meeting.

TOPIC: Guest Speakers: Cary Heyer & Chelsey Bowers

A bimonthly Newsletter, a new vehicle for outgoing communication from the CA to the College community, was shared with the CA. Produced in a similar manner to Matters, and sent out on the Tuesday following CA meetings, the newsletter will be produced by the Marketing Department with articles regarding each council as well as the CA. A mock-up of the newsletter was shared and feedback was generated.

TOPIC: Next Agenda Topics
Handouts: Issue, Interest & Solutions Submission Form, SG Communication Strategy Overview

- Budget and Metro Campus Task Force Report Outs
- CA Communication Plan
  - Newsletter
  - Shared Drive
  - Email
- CAC Issue Analysis Sheets Update
- Education Plan Update

Action: N/A

TOPIC: Check out and adjourn