

**Classified Staff Issues Committee (CSIC) Minutes
September 28, 2004**

Present: Diana Allaby, Maggie Brandenburg, Jeanne Hennessey, Sandy Ramer, Gary Sandefur, Deb Vaughan

- 1. Agenda items for 2004/2005 CSIC meetings** – The committee reviewed the list of “Possible Agenda Items” and “Issues/Concerns” developed a year ago to determine which items they would like to work on this year. The following items are those that were suggested: Reclassifications/classifications; Represented staff on committees; What “can” we do for staff? Make L&S the place to be on campus; Build respect for classified staff by faculty; Transference of work from other administrative offices; Professional development; Mentoring Program; Better classification structure; Pay scale; Positions classed higher upon incumbent leaving; Difference in academic staff/classified staff; Lack of career path or track.

It was agreed that at the next meeting we would discuss: Build respect for classified staff by faculty; Professional development; and Staffing levels/FTE.

Meetings will be scheduled for one hour. The length of the meetings will be evaluated and adjusted in the future if necessary.

- 2. Classified staff positions converted to academic staff positions. How does this affect classified staff?** To be discussed at next meeting.
- 3. Free DoIT training courses for classified administrative support staff.** To be discussed at next meeting.
- 4. Indirect cost funds for administrative support staff computer upgrades.** To be discussed at next meeting.

It was also agreed that in order to publicize the committee and keep the College classified staff informed on the committee’s activities, that an email should go out to all classified staff with the agenda for that month. The email should solicit comments and/or questions about the agenda items.

THE NEXT MEETING IS SCHEDULED FOR TUESDAY, NOVEMBER 2 AT 1:00 PM IN ROOM 101 SOUTH HALL