Minutes of Administrative Alliance
Date December 17, 2014

Present: Pam Jones, Terri House, Lance Jones, Melissa Stahley-Cummings, Robyn Landen, Mike Deal, Lesley Travers, Tammy Frankland, Leanne Sims, Kathy Nottingham, Rachel Chadderdon, Scott Miller

Meeting was called to order at 1:05 p.m. by Pam Jones

Approval of Minutes: Minutes will be emailed to everyone for changes and approval

Treasurer’s report: provided the following report, via email, after the meeting and discussed during the meeting.

• Professional Development Fund: $1938.77
  - L Jones $350
  - Stahley – Cummings $350
  - Bertagnole $350

• Checking:
  - Balance $531.85
  - Ready to deposit $30.00 dues

• Savings:
  - Balance in $302.52
  - Withdrawal Fee $1.00

Committee Reports:

• Casper College Board Meeting Pam Jones reported
  - Naming of the 3rd floor in Gateway Enrollment Services/Student Success area – Stan and Bobby Hathaway Success Center
  - Audit report Accepted
  - Emeritus status – accepted 3 - Bev Dye, Lisa Mixer and Bill Mixer
  - All early retirement applications accepted

• Management Council: no report

• College Council: Pam Jones reported - same as board meeting

• CCA Activities: Terri reported Holiday Breakfast was a success and now we will start working on the Spring activity and setting a date for the retirement dinner.

• Casper College Association (Tri Alliance): Pam Jones reported
  - Haven’t met yet – have items on the agenda to discuss

• Committee on Committees (Committee Renovation Team): 
  - A list has been created of all committees; should be published on the website

• Policies & Procedures: Kathy reported
  - Employee spouse scholarship 96 hour limit going to College Council

Old Business:
United Way Fund – Thank you everyone who donated!

New Business:
Melissa Staley-Cummings – went over assessment outcomes for Outcome 4 and 5. Assessments are posted on the website for review. Also, received 63% return on course evaluations from students.

WACCT Award – Nominee is Donna Sonesen

Announcements:
  o Lesley Travers brought up that we should probably raise dues for additional money
  o Robyn stated Early Retirement discussion happened at board meeting– Laura Driscoll to write policy once decision has been made. They are looking to decrease cost and put into FY 2018.
  o New board president – Roy Cohee, Vice President - Lauren Griffith, Treasurer - Matt Loucks, Secretary - Scott Benion

Next Meeting will be January 21st at 1:00 pm

Meeting adjourned at 1:57 p.m.

Respectfully Submitted,

Terri House