

Capital Area Career Center
Executive Council Agenda
Tuesday, July 13, 2010 @ 10:30 a.m.

- I. Call to Order
- II. Consent Agenda
 - A. Approval of Minutes –June 8, 2010 Regular & Closed Session
 - B. Approval of Bills – Remaining FY 10 Bills and July 2010 Bills
- III. Recognition of Visitors
- IV. Reports
 - A. Chair
 - B. CASPN
 1. Enrollment Update
 2. Graduations
 3. Student Handbook Policy Revisions/Additions – 1st Reading
 4. Part-time Evening Class
 5. WIA Grant
 - C. Principal
 1. Enrollment
 2. FY 10 LLCC Dual Credits
 3. FY 10 Discipline Report
 4. Curriculum Survey Results
 - D. Director
 1. Johnson Controls – Security Cameras
 2. October & November CTEIG Payments Released
 3. IACTE Conference
 4. Day Care Center
 5. Judy Wright Resignation
 6. IACTE Conference
- V. Closed Session
 - A. Appointment, Employment, Compensation, discipline Performance or Dismissal of Employees, including hearing testimony on a complaint to determine its validity.
 1. Personnel
 - B. Negotiations
 1. Impact Bargaining
 - C. Imminent Litigation

VI. Correspondence

Hamilton to Stover
Stradt to Stover
Stover to O'Brien
Stover to O'Brien
Wright to Stover
Stover to Lieberman
Stover to Schwartz
Edmonds to Stover
Outstanding Teacher Award to Kim Seiz
Stover to Kimbro

VII. New Business

- A. Approve Student Handbook Changes
- B. Create Positions & Approve Job Descriptions
 - 1. CASPN Interim Coordinator
 - 2. CASPN Assistant Coordinator
 - 3. CACC Security Officer
 - 4. CASPN Part-time Receptionist
- C. Approve Job Descriptions
 - 1. CACC Administrative Assistant/Student Services Secretary
- D. Approve Personnel
 - 1. Leona Pacheco - CACC Receptionist @ \$11.50 an hour
 - 2. Chris Edmonds – Student Support Specialist/Learning Resource Coordinator
 - 3. Re-employ Deb Antoine – Radio/TV Instructor
 - 4. Jason Pickett - Security Officer @ \$15.00 per hour, six (6) hours a day for 180 days
 - 5. Angela Anselm – Interim CAPSN Coordinator @ \$291.00 a day, two (2) days a week
 - 6. Sandra Mate – CASPN Assistant Director @ \$66,000 a year prorated to \$60,416.40 to begin August 2, 2010.
 - 7. Tresa Wilcox – Skills Lab Coordinator two (2) days a week @ B12
 - 8. Jean Taylor – Clinical Coordinator two (2) days a week @ E14
 - 9. Joan Johnson – Full Time CASPN Instructor @ E12 (WIA Grant)
 - 10. Jennifer Mogren – Full Time CASPN Instructor @ E6 (WIA Grant)
 - 11. Ruth Holley – Clinical Instructor two days a week @ E12 (WIA Grant)
 - 12. Marsh Jacobs – Clinical Instructor two days a week @ E6 (WIA Grant)
 - 13. Jeffrey Hickman – Clinical Instructor two (2) days a week @ A9 (WIA Grant)
- E. Amend FY 11 Calendar
- F. Approve Evaluation Plan

VIII. Review CACC Vision/Strategic Plan

IX. Adjournment- Next Meeting –August 12, 2010