

**EASTERN WYOMING COLLEGE  
STAFF ALLIANCE  
Executive Committee Meeting Summary  
November 1, 2016**

The Executive Committee of the EWC Staff Alliance met November 1, 2016. Committee members JoEllen Keigley, Holly Lara, Ed Meyer, Mai Lee Olsen, Kim Russell, and Sue Schmidt were present. No members were absent.

Mai Lee Olsen reported she has received nominations for officers and representatives. She will follow up with nominated staff and call for further nominations at the Alliance meeting.

The Executive Committee discussed Staff Alliance Bylaws changes as recommended by Ed Meyer. **It was moved by Holly Lara and seconded by Sue Schmidt to recommend to the Staff Alliance the following Staff Alliance Bylaws changes:**

**1. Article II, Section A**

**Current Version:** “All benefited staff are eligible to be members of the Staff Alliance, hereinafter designated as ‘Alliance’.”

**Proposed New Version:** “All Professional and Classified benefited staff are members of the Staff Alliance, hereinafter designated as ‘Alliance’. While Alliance membership is automatic participation is voluntary.”

**2. Article IV Section E**

**Current Version:** “Any position held by an Executive Committee member may be vacated after the member has three unexcused missed meetings in any twelve-month period.”

**Proposed New Version:** “Any position held by an Executive Committee member may be vacated after the member has three unexcused general membership Alliance or Executive Committee missed meetings in any 12-month period.”

**3. Article VI, Section A**

**Current Version:** “All Alliance members shall be eligible to vote in Alliance elections and have their names placed in nomination for elections to all positions in the Alliance.”

**Proposed New Version:** “All Alliance members are eligible to vote in Alliance elections. Any Alliance member may have their name placed in nomination for election to all positions in the Alliance for which they’re eligible.”

**4. Article X, Section A**

**Current Version:** “A simple majority of the total membership of the Executive Committee shall constitute a quorum.”

**Proposed New Version:** “A simple majority of Executive Committee membership shall constitute a quorum at Executive Committee meetings. At Alliance general membership meetings, 10% of total Alliance membership is needed to constitute a quorum.”

**Motion carried.**

Ms. Olsen reported she will email Staff Alliance members and staff supervisors to remind them to nominate staff for the WACCT Professional and Classified Employee-of-the-Year. She has not received any nominations for these awards.

Ms. Olsen noted Dr. Patterson and the Leadership Team agreed to close the college early on December 19<sup>th</sup> for the Holiday Social. The early closure will allow employees time to get their families and to allow Douglas staff and outreach staff time to come to Torrington. The committee agreed the event went well last year and to keep a similar format for this year's event. JoEllen Keigley volunteered to serve as food committee chair and Ms. Lara volunteered to serve on this committee. Ms. Schmidt volunteered to serve as gift/decorations committee chair and Kim Russell volunteered to serve as entertainment chair. Mr. Meyer agreed Human Resources will be responsible for the invitations.

Testing Center staff, JoEllen Keigley, will be featured in the Staff Spotlight at the November Board of Trustees meeting. Ms. Olsen will provide the Staff Spotlight schedule to the Alliance at the Alliance's November meeting.

The committee reviewed and made changes to the agenda for the Staff Alliance meeting of 11/9/16.

The committee discussed ways to encourage active involvement in matters relevant to staff and boost Alliance meeting attendance. Ms. Olsen will present a list of Alliance accomplishments and goals met.

There being no further business, **it was moved by Ms. Russell and seconded by Ms. Keigley to adjourn the meeting. Motion carried.**

The next meeting of the EWC Staff Alliance Executive Committee will be Tuesday, December 6, 2016, at 9:00 A.M. in the Dolores Kaufman boardroom.

Respectfully Submitted,

Holly Lara  
Secretary/Treasurer