



**College Assembly Meeting Minutes**

Bldg. 21, Rm. 107

Tuesday, September 29, 2015

**PRESENT**

Michelle Barre (Member)  
Kezia Clark (Member)  
Daniel Creech (Member)  
Tawny Dotson (Guest)  
Lisa Fortson (Member)  
Janet Holm (Member)  
Elaine Holster (Member)  
Kevin Kildun (Member)  
Jason Kruse (Vice Chair)  
Patricia Lange (Member)

Josie Meyer (Member)  
John Moyer (Communications Officer)  
Roger Nix (Member)  
Nathan Pickens (ASG 2015-16 VP)  
Erica Sherwood (ASG 2015-16 Legis. Officer)  
Kathryn Smith (Chair)  
Roxanne Sou (Member)  
Kelson Williams (ASG)  
Tiffany Windmeyer (Member)

**ABSENT**

Cris-Jon Lindsay (Member)  
Kristin Martindale (Member)  
Loreta Sandoval (Member)

Maureen Sparks (Member)  
Kate Wendland (Member)  
Andre Williams (ASG 2015-16 President)

**CALL TO ORDER**

Chair Kathryn Smith called the meeting to order at 3:01 p.m.

**PREVIOUS MEETING NOTES**

Chair Smith asked for questions or comments on the minutes from the August 25, 2015, College Assembly meeting. None were noted. A motion to approve the minutes of the College Assembly's meeting on August 25, 2015, was made by Elaine Holster, seconded by Roger Nix, and approved unanimously.

**NEW BUSINESS**

Chair Smith introduced the new members and the 2015-16 ASG representatives. All were warmly welcomed.

Hiring Philosophy

Dr. Lonnie Howard

Dr. Howard discussed his hiring philosophy. The Board of Trustees has delegated to the President the authority to hire and/or appoint individuals to fill positions at CPTC. Dr. Howard makes the final hiring decision for all senior level positions (VP, Dean, and Director). He defers decisions to fill lower-level positions to the appropriate hiring manager. The manner used by Dr. Howard to fill a senior-level position is situationally driven. Sometimes a position will be filled by an internal

appointment and other times a competitive hiring process will be used. Discussion followed. Concerns were raised regarding inconsistencies in the hiring process, interim positions, and the length of time job openings are posted. Dr. Howard expressed his desire to have an institutional conversation to remedy the issues brought forth. He will discuss them with the HR team, his Direct Reports, and the Cabinet. He suggested holding a special Cabinet meeting at a time that will allow the College Assembly to attend. A sub-committee was formed to assist with reviewing the hiring policy and procedure. Volunteers included Lisa Fortson, Jason Kruse, Kezia Clark, Josie Meyer, and Patricia Lange.

Smoking Policy

Kathryn Smith

Chair Smith asked the ASG representatives if the ASG would like to become involved in reviewing the smoking policy (see handout). Concerns raised included (1) the failure of smokers to comply with the use of the Smoking Shelters, (2) the cigarette litter evident throughout the campus, (3) the negative impression smoking on campus gives our visitors, and (4) whether or not CPTC should become a non-smoking campus like TCC and Pierce. Discussion followed. It was agreed to forward the College's smoking policy to the ASG for review and wait for feedback from them.

**GOOD OF THE ORDER**

Future guest speakers include Lisa Wolcott who will talk about the budget process and Michelle Hillesland who will talk about core themes and institutional excellence.

The next College Assembly meeting will take place on Tuesday, October 27, 2015.

The meeting was adjourned at 4:28 p.m.