NORTHEAST COMMUNITY COLLEGE  
BOARD OF GOVERNORS  

HUMAN RESOURCES COMMITTEE  
Thursday, July 8, 2010  

HUMAN RESOURCES COMMITTEE  
Van Phillips, Chairperson  
Steve Anderson  
Dave Fauss  
Gene L. Willers  
Larry Poessnecker, ex-officio  

STAFF  
Dr. Bill Path  
Dr. Karen Severson  
Mary Honke  
Dave Ptak  
John Blaylock  
Lynne Koski  

OTHER BOARD MEMBERS  
John W. Davies  
Ken Echtenkamp  
Keith Harvey  
Don Oelsligle  
Shirley Petsche  
Jack Warrick  

MINUTES  

1. The meeting was convened at 1:10 p.m., in Suite G of the Lifelong Learning Center, by Van Phillips, Chairperson of the Human Resources Committee.  

2. Recommended approval of the Minutes of the June 10, 2010 meeting.  

3. The 2010 fall board retreat will be held on Wednesday, October 27, 2010.  

4. John W. Davies and Dr. Karen Severson reported that a proposal was submitted and their presentation was selected for the 41st Annual Leadership Congress that is scheduled to be held in Toronto, Canada, October 20-23, 2010.  

5. Dr. Path reported that he has been invited by the American Association of Community Colleges to join a group of delegates to visit China. The purpose is to promote understanding, discuss challenges and issues in higher education in the U.S. and China, and encourage the development of academic partnerships between member institutions. Participating colleges will be eligible to host Chinese senior administrators on their respective campuses in 2011. The tour of China is scheduled October 13-23, 2010.  

6. Personnel actions that have taken place since the June Board of Governors meeting were presented and reviewed by Dave Ptak.  

Resignations  
a. Jill Pick, employed since October 8, 2007, was terminated from her position of Online Tech Support Assistant, effective June 28, 2010.
b. Cindy Baum, employed since September 9, 1996, has resigned her position of Director of High School Transition Programs, effective July 15, 2010.

c. Rose Ann Rogers, employed since May 1, 1996, is retiring from her position of Director of Career Services, effective August 31, 2010.

New Hires

a. Jennifer Schwede has accepted the position of Residence Life Database Specialist at a salary of $13.00/hour, effective July 1, 2010.

b. Kamala Robinson has accepted the position of Administrative Assistant-Medical instructor at a salary of $40,000/annum, effective August 11, 2010.

c. Kurt Pytleski has accepted the position of Athletics Director at a salary of $20,148/annum, effective May 24, 2010.

d. Stefanie Emrich has accepted the position of EL Civics/ESL Project Coordinator at a salary of $14.00/hour, effective July 12, 2010.

7. Following discussion of the classification/compensation study the Board of Governors directed the administration to work with The Waters Group to obtain additional information from the same respondents that were used for the market salary survey. Additional information requested includes the dollar value of FICA, health insurance, dental insurance, life insurance, disability insurance, retirement contribution, and other benefits offered. The board would like to see a dollar-for-dollar comparison of salary and benefits comprising total compensation before making their final decision on the implementation of the classification/compensation study, salary structure, and employee adjustments.

8. The meeting was adjourned at 2:50 p.m.