MEMBERS PRESENT:
Chair – Carl Bengston, Alva Acosta, Arlene Belknap, Joey Ear, John Gallant, Ronda Gartrell, Deanna Hart, Rusty Ottosen, Vangie Reichwein, Christina Rodriguez, Debbie Thomas, David Young

MEMBERS ABSENT:
Stephen Anderson, Vicky Curry, Theresa Torres, David Ward

REVIEW CRITERIA:
Deanna Hart Chaired the meeting until Carl Bengston’s arrival. Vangie Reichwein wanted to know if committee members can nominate people for the award, and can committee members be nominated for the Team Award. The answer is yes to both questions. There was also discussion about the voting process, and what a committee member should do when a nomination is based on activity that is within an employee’s job description. It was felt that the nomination must include statements to show a contribution above and beyond an employee’s regular responsibilities. A committee member should abstain from the vote if they feel strongly that there is no qualified candidate.

MINUTES:
Minutes from the September 3, 2009: motion was made by Rusty Ottosen, seconded by Alva Acosta - motion passed with one abstention.

Minutes from the October 1, 2009: motion was made by John Gallant, seconded by Arlene Belknap - motion passed with two abstentions.

TEAM AWARD:
There was much discussion on the Team Award. Committee members decided to award the first Team Award to staff from Financial Aid Office for their effort to create a newsletter. Mr. Bengston mentioned that he spoke to Dr. Lacy and she will be more than happy to acknowledge this award during a Board of Trustees Meeting. He also mentioned that he and Debbie Thomas will work on a letter and certificate for this award.

VOTE FOR EMPLOYEE OF THE MONTH:
Rachel Samarin was voted as the October Employee of the Month.

Next meeting: Thursday, December 3, 2009 - 3:00-4:00p.m. in LC-135.

Adjourned 3:40p.m.
Submitted by: Debbie Thomas