



Human Resources Council Meeting Minutes - DRAFT

04/09/2026

Beach

1 pm

Chair: Rhiannon Martin

Co-Chair: Kayla Sauerbrunn

Advisor: Felicia Rouse

Roll Call:

<input type="checkbox"/>	Maggie Calcaterra	<input checked="" type="checkbox"/>	Donna Price	<input checked="" type="checkbox"/>	Kevin Hunsperger
<input checked="" type="checkbox"/>	Wendy Harris	<input checked="" type="checkbox"/>	Kayla Sauerbrunn	<input checked="" type="checkbox"/>	Samantha Wilcox
<input type="checkbox"/>	Karen McGoy	<input checked="" type="checkbox"/>	Rhiannon Martin	<input type="checkbox"/>	
<input type="checkbox"/>	Christy Parks	<input checked="" type="checkbox"/>	Amber Suggs	<input type="checkbox"/>	

Agenda Items:

- I. Calle to Order at 1:05
- II. Approve Minutes
 - A. Kevin motioned to approve the 02/12/2026 meeting minutes, and Wendy seconded. Motion passed. Minutes approved.
- III. Additions to the Agenda
 - A. No additions to the agenda.
- IV. Discussion
 - A. Old Business
 1. Reviewed Email Usage Operating Standard - No changes were made.
 2. Reviewed Accommodations Operating Standard - Changes suggested were lactation room access in a locked room in the library, after hours, extension center - no room at cairo or metro
 3. Leave (Paid & Unpaid) Operating Standard - No changes were made.
 - B. New Business
 1. Reviewed A4100.40 Employee Work Hours - Questions were raised on how the college compensates nonexempt employees for time worked during time off.



2. Reviewed A4300.35 Gifts - Clarification made that this standard clarifies that gifts are not for personal gain and excludes educational donations
3. Reviewed A4300.30 Outside Employment - Suggestions made to remove economic benefit. No need to come back for a second read if no other changes are made.
4. A4300.05 Nepotism - Suggestion made to check on "immediate family" definition.

V. Motion to Adjournment by Kayla. Seconded by Wendy. Adjourned at 2:38.

Next meeting via email