

MAT Executive Council

MINUTES

Thursday, July 31, 2008

10:15am

Rio Conference Center

**Members Present:**

Jim Neuenfeldt, PC

Andy Lenartz, DO

Jared Langkilde, MCC

Jeanette Stephens, DO

Alberto Olivas, DO

Shirley Henderson, MCC

Kerry Mitchell, PC

Pat Honzay, DO

Scott Wickham, CGCC

Mike Trier, DO

Michele Hamm, GWCC

Nicola Perry, GCC

Seth Goodman, PC

Rachelle Clarke, RSC

Cat Dragon, SCC

Cheryl Crutcher, SMCC

**Guests:**

Zhara Dean, SCC

Gloria Smith, DO

Jan Binder, PC

Karen Russo, GCC

**Call to order:** A quorum was established, and the meeting was called to order at 10:20am.

**MEC Meeting Standards:** Jim discussed his expectations and accountability for the council - specifically that council members treat each other with respect and respect each other's time. Jim reviewed a modified version of Robert's Rules and the MEC bylaws. The council established meeting dates for 08-09:4th Tuesday of every month from 9:30am – 11:30am, with Nov 18<sup>th</sup> and Dec 16<sup>th</sup> being the exceptions due to the holidays in November and December.

**Strategic Planning Committee:** In order to advance the goals of MAT, a strategic planning committee was formed with Mike Trier as the chair.

**Professional Growth:** MAT is required to have a 'Professional Growth Committee' according to the MAT Policy Manual, but it currently does not. Instead, MEC operates with three Professional Growth Subcommittees (Certification, Sabbatical, and Tuition/Activities). In a discussion with the VC of Human Resources, Al Crusoe, both Jim and VC Crusoe agreed that a strict interpretation of the Policy Manual would allow anyone with a complaint regarding Professional Growth to be able to claim a policy violation and enter into a Grievance. MEC agreed to establish a formal Professional Growth Committee, consisting of five members to include the three subcommittee chairs. This oversight committee would meet on an as-needed basis and would have the power to over-rule sub-committee decisions that are in question. Jim will draft a description of the committee that will be discussed by MEC and, upon approval, be given to the Bylaws Committee for addition to the Bylaws.

Processing professional growth applications has been a time consuming job, and in the spirit of improving the process, the Council approved that 1) units must have at least one professional growth representative and one alternate; 2) unit representatives and/or alternates are responsible for making sure applications are complete; 3) incomplete applications will be returned to the applicant, as it is the applicant's responsibility to complete his/her application; 4) -incomplete applications will not be considered for funding. The Tuition/Activities Subcommittee will decide how to implement this policy.

The Council approved to 1) increase the ground transportation allowance from up to \$50 to up to \$100; 2) allow the cost of one checked bag at the base rate to be covered by Tuition/Activities funding.

Jim will chair the Tuition/Activities Subcommittee until a chair can be found.

*Adjourned at 11:25am to be continued after lunch; reconvened at 1:00 pm*

**At-Large Members** – The Council voted that Nick Rouse and Jan Binder would be at large members for FY 08-09. Nick will serve as the Chair of the Certification Subcommittee and continue to be a technology resource for MEC. Jan will serve as the Sabbatical Committee Chair.

### **End of Year Reports**

**Sabbatical Report** - 5 sabbaticals were awarded last year at a total of \$77,000. The subcommittee updated best practices and guidelines and updated the award letter to clarify accountability. Added two more applications to website as examples because they were well written. Most are dissertations. One person on sabbatical this fall and 6 are out this Spring.

**Treasurer's Report** - Concerns were expressed over conference and activities money not being accurate. Alberto and Jim will look into this and clarify. Professional Growth carry-over is lumped into one professional growth account and needs to be examined (\$8,000 vs \$35,000 – Jim did not have break down and will look into it).

*Adjourned at 1:25pm*