

Southwest Tennessee Community College
Professional and Administrative Staff Organization (PASO)

PASO Board Meeting

Friday, March 24, 2017

Macon Cove Campus ML254

Attendees Present:

Ed Ashworth, President

Nikita Ashford-Ashworth

Margaret Hillman

Lisa Henriksen

Brenda Williams

Robert Jackson

Josh Conway

Clinton Norwood

Kariem Salaam

Opening:

Meeting called to order at 10:05 a.m.

Current Business:

- Share-Point Training – Will be part of Summer Institute 2017. For PASO members that were not able to attend training, Josh Conway will send tutorial link to members for review and possibly do another training session.
- Elections – Ed Ashworth will send election notices to division heads regarding vacancies, including vacant At-Large Senate seats.
- Survey Results – The survey had a low level of response, so it will be resent to include a greater number of participants.
- Employee Luncheon (Faculty/Staff Awards) – Nominations for Leadership and Service awards received low responses. PASO will give two Service awards.

New Business:

- Meeting with Division Heads – Based on the responses from the questionnaire sent to Division Heads, PASO will quell the list of questions that only relate to the Division Head and invite them to meet with us to address those concerns.
- Human Resource Division – Steve Massie will be invited to meet with PASO to discuss the concerns related to the Human Resource Division.

Adjournment:

There being no further business, the meeting was adjourned at 10:59 a.m. by President Ashworth.

(Minutes taken by Robert Jackson in the absence of PASO secretary)