A meeting of the Fiscal Review Board was held on Tuesday, 6 April 2010, in the Executive Conference Room, Bond Hall. The meeting began at 3:00 p.m.

Members of the Board in attendance were: Brigadier General Samuel M. Hines, Jr., Provost and Dean of the College and Chair of the Fiscal Review Board; Colonel G. Dewey Yeatts, Vice President for Facilities and Engineering; Colonel L. Jeffrey Perez, Vice President for External Affairs; and Colonel Sue E. Mitchell, Vice President for Finance and Business Affairs; and Colonel Leo A. Mercado, Commandant. Also present were: Colonel Dennis D. Carpenter, Director of Human Resources; Colonel James N. Openshaw, Budget Director; and Ms. Patricia M. Kinard, serving as recorder. Other interested parties also attended the meeting.

General Hines called the meeting to order; a quorum was present.

The minutes of the 23 March 2010 meeting of the Board were considered. Colonel Yeatts made a motion to approve the minutes as submitted; Colonel Mitchell seconded the motion. The minutes were approved unanimously.

New business: General Hines told the Board that he would discuss three salary increase requests during the Executive Session.

Colonel Perez told the Board that he would request a hiring delay waiver in order to begin the process to hire a web designer. Hiring for this position will be a collaborative effort for several areas of the college. The college has never had an architect for the website, and this employee will need to have a creative eye as well as technical expertise. This is a high priority in order to support our most recent marketing efforts. He would like to have this person hired in order to begin working over the summer while faculty and staff have more time available for coordination. Colonel Perez then made a motion to request a waiver of the six-month hiring delay for the web designer position. Colonel Mitchell seconded the motion. Colonel Perez said this position would be an unused FTE, and the costs would be funded within the existing budget. Having someone in-house to do this work, rather than hiring a consultant, will be a cost-saving measure for the college. After additional discussion, it was determined that this position will be part of the External Affairs Department. The successful applicant will have to have experience with graphic design and writing web copy. Creative design skills will be a priority. The motion was voted on and passed unanimously.

Colonel Yeatts said he would discuss two salary increase requests during the Executive Session.

Colonel Yeatts made a motion to go into Executive Session. Colonel Perez seconded the motion, which was passed unanimously.

After discussion, Colonel Perez made a motion to come out of Executive Session. The motion was seconded and approved.
General Hines made a motion to grant two salary increases for personnel in the Library
due to additional assigned duties in each position. The motion was seconded by Colonel Yeatts,
and passed unanimously.

Colonel Yeatts made a motion to approve a salary rate increase for two individuals in
the Physical Plant based on the assumption of additional duties and responsibilities. The
motion was seconded by Colonel Perez and approved unanimously.

The next regularly scheduled meeting of the Fiscal Review Board will be on Tuesday, 4
May 2010, at 3:00 p.m. in the Executive Conference Room, Bond Hall.

There being no further business, the meeting was adjourned at 3:55 p.m.

Respectfully submitted,

Patricia M. Kinard
Recorder