

**Pierpont Community & Technical College  
Classified Staff Meeting Minutes  
December 18, 2024**

Pierpont Community & Technical College Classified Staff Council met on December 18, 2024 at 1:00pm on TEAMS.

**PRESENT – Classified Staff**

Mary Jo Rutherford, Chairperson

Memori Dobbs, Juanita Nickerson, Annette Shaw, and Christy Reger

**PRESENT – Non-Classified Staff**

Dr. Suzan Clemens, Chairperson

JJ Davis, Sierra Spitzer, Stephanie Cunningham, and Carla Sabatino

**1. MEETING CALLED TO ORDER**

Chairperson Mary Jo Rutherford called the meeting to order.

The Agenda for today's Meeting (See attached copy.) was sent to classified and non-classified staff members via TEAMS.

**2. WELCOME NON-CLASSIFIED STAFF**

- Chairperson Mary Jo Rutherford welcomed non-classified staff members to today's Classified Staff Council Meeting.
- Classified Staff and Non-classified staff discussed doing trainings and projects together.
- Jama Marshall Roy is the Chairperson of Classified Staff Development. Mary Jo Rutherford will ask Jama to set up some trainings and invite both classified and non-classified staff.
- Also discussed was how classified staff did fundraisers for the Classified Staff Scholarship Fund that is through the Pierpont Foundation.
- The requirements to apply for the Classified Staff Scholarship Fund was shared with those present at the meeting.
- Mary Jo Rutherford will check with the Pierpont Foundation on the guidelines of classified staff and non-classified staff working together on fundraisers and awarding scholarships. She will then let staff members know and bring it up at the next Classified Staff Council Meeting on January 22, 2025.

**3. OLD BUSINESS**

- **Approval/Corrections of November 13, 2024 Meeting Minutes**  
Due to a lack of a quorum, this was tabled to the January 22, 2025 Meeting.

**4. NEW BUSINESS**

**a. BOG Report**

Juanita Nickerson reported:

\*There will be a special BOG Meeting on January 9, 2025.

\*For the One-time Supplemental State Appropriations, the BOG approved \$110,000 to update Banner.

\*Pending is the bid to upgrade our security in classrooms and meeting rooms.

**b. ACCE Report – Mary Jo Rutherford for Chip Hawkins**

\*No report.

\*Next ACCE Meeting is in January 2025.

**c. Committee Reports**

- a. Legislative Affairs - No Report
- b. Staff Development – No Report
- c. Website - No Report
- d. Special Events - No Report

**d. ISSUES and CONCERNS – none discussed**

**5. NEXT MEETING**

The next meeting will be held on January 22, 2025 @ 1:00PM via Teams.

**6. MEETING ADJOURNED**

Respectfully submitted,

Mary Jo Rutherford  
Acting Secretary for  
Jama Marshall Roy, Secretary