

Classified Staff Meeting Minutes

August 27, 2026 | Teams | 1:00 PM

Attendees:

Chairperson Memori Dobbs, Jama Marshall Roy, Donald Luketic, Annette Shaw, Christy Reger,

1. Call to Order

Chairperson Memori Dobbs called the meeting to order. A mix-up with the Teams calendar invite was discussed, as the wrong email address was used. Moving forward, classified@pierpont.edu should be used for all communications to Classified Staff Members.

2. Old Business

- Approve June Meeting Minutes
 - There were not enough members present for a forum. This item will be tabled until the next regular meeting.
- Committee Updates
 - Due to new roles in Classified Staff, members will need to either volunteer or vote to continue serving on committees and to fill open positions. A vote will be taken at the next regular meeting.
 - Current committees:
 - Legislative Affairs
 - Election
 - Staff Development
 - Website
 - Special Events
 - Memori suggested adding a President's Council Committee. A vote will be taken at the next regular meeting.
- BSN Fundraiser
 - No prior date had been set for the fundraiser. A special meeting will be held on September 10 at 1:00 PM on Teams to discuss getting the fundraiser started for the Fall semester as originally planned.
 - Jama shared that the President's Council Strategic Enrollment & Student Success Subcommittee has been exploring options for a year-round merch shop. She has been in contact with BSN regarding these possibilities. While the shop would differ from the fundraiser, the items may overlap. This will be further discussed and voted on at the special meeting.

3. New Business

- BOG Report – Kayla Hawkinberry: Absent
- ACCE Report – Chip Hawkins: Absent but did attend the ACCE Retreat in June. We hope to hear a report at the next regular meeting.
- No new topics or initiative were introduced.

4. Staff Recognition & Announcements

- Celebrations
 - Annette celebrated her birthday yesterday and celebrated her 31st anniversary at Pierpont today. Congrats and happy birthday, Annette!
- Upcoming Events
 - Girls Day in Aviation – September 20th, 10 AM–2 PM. Open to the public; geared toward children.
 - Activities at Aviation Campus – August 28th at 11 AM.
 - Pierpont's Parents' Place Family Game Night – October 3rd at 5 PM at the ATC. Games, food, and prizes will be provided.
 - ATC 3rd Floor Construction – Scheduled to begin the first or second week of September.
 - Elevator use may be minimally affected.
 - Expected completion: 180–200 days.
 - The new space will house administrative offices and meeting spaces (approved floor plan attached separately).

5. Open Discussion: Comments, Questions, or Concerns

- Event Flyers – Christy asked about distribution.
 - It was noted that while Marketing can be requested to design flyers, it is the responsibility of the event host to distribute them to other campuses.
 - A collaborative effort will be made to ensure flyers for events discussed in Classified Staff meetings reach all Pierpont campus locations.

6. Upcoming Meetings

A special meeting will be held September 10th, 2025 @1:00 PM on Teams to discuss BSN Fundraiser.

The next regular meeting will be September 24th, 2025 @ 1:00 PM on Teams.

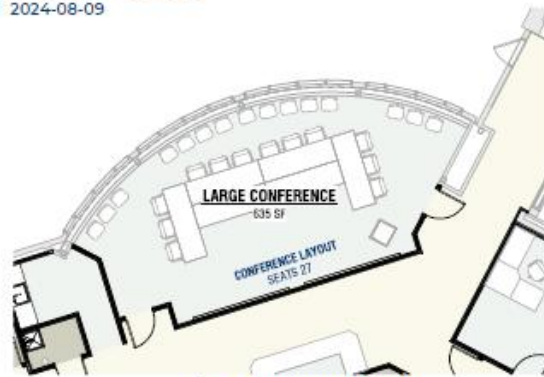
The meeting was adjourned.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Jama Marshall Roy', is written over a light gray rectangular background.

Jama Marshall Roy

Secretary



Large Conference Room
Alternate Layout

