

MINUTES OF STAFF COUNCIL MEETING SEPTEMBER 7, 2004

Those present: Mary Burke, Tim Wright, David Short, Linda Meade, Martha Necessary, Connie Hope, JoAnne Harding, Joe Kiser and Becky Huffman

Those absent: Lisa Varner, Paul Kilgore, Carolea Newsome

The meeting was called to order at 11:00 am in Alumni Hall. A reintroduction of old business was called. A vote on amending the bylaws that had been tabled until a quorum of the council was present was reintroduced and discussed. It was decided unanimously that a council member who replaces a member leaving the council during the year may be eligible for reelection during the next cycle.

The Council then discussed new business. Sim Ewing asked the Council to discuss the Crockett Hall project and vote on whether or not the Chancellor's office should be located in the renovated Crockett. It was decided unanimously that the Chancellor's office should not be located in Crockett.

Retired faculty/staff have asked for an e-mail list serve to enable them to keep up with college events. The Council discussed a list serve, a webpage and newsletter circulation for all retirees. Work will be done in these areas with the Twin Leaf Society to determine the feasibility of each.

In an effort to make the newsletter more affordable, discussion was launched about switching to a black and white format or a more substantial quarterly distribution. It was felt that switching to a quarterly publication would render much of the contents untimely. Discussion is ongoing.

The Council was also asked to discuss the switch to a mandatory e-mail list serve for faculty and staff. The fear of the IT department is that this list serve would be used for personal announcements and reminders resulting in a rash of unwanted e-mails. The Council felt that as professionals each of us could be trusted to be judicious in our use of the list serve and if we received messages that were of no interest they could simply be deleted. The imposition of guidelines for list serve use or an agent who would oversee the list serve content, would lead to inhibition of communication and create problems with information going out in a timely fashion. The Council voted unanimously to proceed with the mandatory list with no filters in place.

Connie Hope reminded the Council that evaluations would soon be due and that every staff member should be given the option to do a self-evaluation.

Joe Kiser reported that the Council has \$932.95 in our treasury.

The Employee Relations Committee discusses several projects on which they are currently working. On August 26 the committee met to discuss the inception on a Staff Council Scholarship. This scholarship would be available to staff to purchase books for a single class or to assist with expenses for more than one class. The scholarship would also be available to children of staff members. Discussions on funding the scholarship will follow.

The Council would also like to initiate a reception each year to honor those staff members who complete degrees or certification and special training

The Council would like to put together an institutional staff handbook that would detail the College's policies and procedures. Anyone who would like to see certain areas covered in such a handbook is invited to submit ideas to the Council.

Connie Hope and the Employee Relations committee are working with the University to finalize the employee recognition program.

The Program and Social Committee will meet soon to begin discussing ideas for a fall event. This event is typically held during fall break. Suggestions are welcomed by all staff as to what would be of greatest interest.

The Program and Social Committee will also discuss further an offer by Ben Cox to offer computer-training classes during the convocation block.

An employee concern was brought to the attention of the staff regarding the designated smoking areas on campus. The concerned party felt that smokers gathered outside the doors of buildings proved distasteful for non-smokers and asked the Council to look into providing smoking areas elsewhere. Further investigation and discussion will occur on this matter.

The Council will meet again on October 5, 2004.