

MINUTES OF STAFF COUNCIL MEETING

September 19, 2005

Present: Glenda Boyd, Mary Burke, Brenda Crabtree, Nichole Davis, Connie Hope, Bernie Johnson, Sandra Jones, Joe Kiser, Linda Meade, Martha Necessary, Jessica Reeves, Katherine Stallard and Bill Statzer

Absent: Jo Anne Harding

Martha called the meeting to order.

Martha welcomed new council member Nichole Davis who is the new representative from Student Affairs.

Martha asked members to remind staff that they may pick up the staff handbook from Human Resources if they have not done so already.

The Council agreed to schedule meetings each month based on times when the majority of members can attend. The by-laws state the meetings will be held on the second Tuesday of each month. Staff Council will discuss changing this by-law at the October meeting.

NEW ITEMS FOR DISCUSSION

Representative for Parking Committee

Jessica Reeves asked members to nominate a staff member for the Parking Committee. The Parking Committee typically meets 2-3 times a year to discuss, and make decisions, regarding parking on Campus. Members nominated Jo Anne Harding to serve on this committee. She has agreed to serve.

OLD ITEMS FOR DISCUSSION

Benches for Smiddy

Joe Kiser reported two benches have been purchased. They will be placed in an L-shape, on the right-side lawn, near the front entrance to Smiddy Hall. These benches will be placed there sometime during the Fall.

COMMITTEE REPORTS

Employee Relations

"Making a Difference" Recognition and Reward Program - Bill reported the committee recommended not changing the eligibility requirements to include contract employees, but did recommend allowing probationary classified staff and wage personnel to be awarded the College logo incentive gift. The committee also recommended doubling the monetary amount in each three tiers of the award program, in response to the maximum monetary award being increased from \$1,000 to \$2,000. Staff Council also recommended these changes.

Staff Scholarship Fund – The committee recommended establishing a staff scholarship fund, pending the results of a poll that will be presented to all staff. Staff Council supported researching the feasibility of this program. Bill was asked to draft a questionnaire that will poll staff to determine their interests/concerns with this program. Members may make

suggestions for criteria to be included in the poll. Each member will review the questionnaire before Bill sends it to all staff.

Treasurer's Report

Katherine reported a balance of \$756.20 in the budget after paying \$300.50 to Chartwells for refreshments and \$26.80 to the Bookstore for pencils, both purchased for the Annual Meeting of Classified Staff.

Social and Professional Development

Sandra will check with different schools offering professional development to staff. Members will discuss offering a professional development workshop to staff, either this Fall or after Christmas break.

CLASSIFIED STAFF QUESTION AND ANSWER ROUND-TABLE

Sidewalk Repairs

There have been concerns about the poor condition of the sidewalk stretching from the Resource Center to the main campus. Faculty, staff, and students use this sidewalk, and members agreed improvements should be made to this area. Since this is not believed to be part of College property, Martha will check with Sim Ewing to see who is responsible for the upkeep so these concerns may be presented to them.

Smoking Policy

After an update to the College's smoking policy, several staff have requested for a few sheltered areas to be placed around campus to serve as designated smoking areas. The update to the smoking policy prohibits smoking within 20 feet of entrances to campus buildings and the seating areas/stands of outdoor athletic facilities. Martha will bring this up to Cabinet.

Parking Spaces

Some staff have reported difficulty in finding a parking space in faculty/staff parking due to special events and students parking illegally. Staff have questioned whether or not they are guaranteed a parking space on campus. The parking rules and regulations state, "The College does not guarantee a parking space to any individual student or employee." This will be addressed in the October newsletter.

Christmas Trees

Connie Hope will check on policy regarding Christmas trees in buildings and offices after several questions from staff. Martha will also bring this up to Cabinet.

Flyers/Posters

Student organizations are required to get permission to post flyers anywhere on campus. Members discussed adopting a similar policy for anyone wishing to post information on campus. Martha will bring this up to Cabinet.