MINUTES OF THE MEETING  
STAFF SENATE  
Thursday, March 11, 2010  
Myers Center, Faculty/Staff Lounge  
Gaston College | Dallas, NC  
Prepared by: Ben Dungan

Members Present: Dr. Joe Keith, Dr. Karen Less, Libby Stone (for Harriet Dameron), Ben Dungan, Kim Watson, Melanie Hoyle, Dr. Linda Greer, Sherry Carpenter, Diane Ward, Vickie Hoke,

Members Absent: Gwen Danner, Teresa Griffin, David Sparrow, Jody Mosteller, Doug Bradley

Others Present: Wanda Wyont, Dr. Kim Van Wie

I. CALL TO ORDER

Review/Approve Minutes from January Meeting

- The February minutes were approved as edited.

II. WELCOME/INTRODUCTIONS

Title III

- Wanda Wyont and Dr. Kim Van Wie were invited to talk about the Title III program with the members of Staff Senate.

III. OLD BUSINESS

Staff Development Day (SDD)

- Kim Watson thanked Joe Keith for taking the lead on SDD. Karen Less went over the results of the survey that was disseminated after the event. See addendum.

New Staff Member Welcome

- Kim Watson passed around a list of new staff members that were hired from 1/1 – 3/1/10. Individual senators signed up to reach out to them and deliver their Dairy Queen post card. In the future, Kim Watson announced that Harriet Dameron will be our point-of-contact with Human Resources each month to secure a list of new staff members each month. Harriet will also work with Patti to print out new post cards as needed.
Gaston College Open House

- Kim Watson reminded the committee that the Open House will be taking place on Saturday, March 27. She asked that all senators wear their new Staff Senate polo shirts and name badge on this day. She also reminded the committee to respond to Terry Braiser’s email regarding the event.

Run For The Money

- Kim Watson reminded the staff that Run For The Money is on Saturday, April 17. Dr. Harry Cooke is championing the effort for the College. He asked Kim to pass around a brochure on the event. Gaston College’s goal this year is $10,000. The money raised will go towards the Emergency Student Fund.

- Joe Keith indicated that there is another organization involved with Run For The Money from the College. The North Carolina Center of Applied Textile Technology (NCCATT) Foundation will also be raising money through this event too.

- Kim asked the senators to send her via email his/her availability for April 17. She will then compile a Staff Senate list and send it to Jackie Ammons.

III. NEW BUSINESS

Faculty/Staff Dining Hall

- The committee brainstormed some ideas/suggestions on ways to improve the Faculty/Staff Dining Hall. Some of those suggestions include:
  - Insulated accordion doors (sound barrier)
  - Have an art student paint a mural on an open wall
  - Flat screen TV
  - New chairs
  - Better flooring (instead of carpet)
  - Lounge furniture including couches and chairs
  - Table cloths
  - Microwave

Executive Council Meeting Update

- Dr. Linda Greer provided a report on the Executive Council.
  - The Executive Council approved the 2010 Staff Excellence Award process and timeline as presented by Dr. Karen Less at its February 15, 2010 meeting.
  - The Gaston College 2011 calendar, as presented by the Calendar Committee, was reviewed and approved by Executive Council on March 2, 2010. The Executive Council recommended that statements be added to provide clarity regarding two of the holidays
listed on the calendar: New Year’s Day and Memorial Day. As New Years Day (January 1) falls on a weekend, it will be observed on April 21. Memorial Day (May 30) will be observed as a college holiday as designed by Dr. Skinner per policy.)

- To align Staff Senate with Faculty Senate, the Executive Council recommended a policy which establishes the Staff Senate as the voice for the college staff and empowers it to study, discuss, and advise the Administration, through the Vice President for Economic and Workforce Development, on policy and other affairs of the College. The policy further states that the Board of Trustees will approve the Staff Senate Constitution and any amendments to the Constitution.
  - The policy will go to the Policy Review Committee for review and approval and then to the Campus Affairs Committee of the Board for further review and approval.
  - The next step will be for the Campus Affairs Committee to present the policy to the full Board for approval at its March 22, 2010 meeting.

President’s Cabinet Meeting

- No Report

Board Meeting Report

- Dr. Joe Keith provided a report on Board of Trustees retreat from 2/12/10.
  - The Board approved the transfer of the Child Care Center to ComServ. They will continue operations in the present location and retain the existing staff.
  - The Board approved having the President hire all employees. In the past, the Board had to approve VP and up.
  - The North Carolina Association of Community College Trustees (NCACCT) is very active in lobbying at the state level. Randy Vinson is our representative.
  - Dr. Skinner presented her draft measurable priorities for 2010-2011. These are more individualized than in the past. Areas covered are fund raising, grants, advocacy presentations, preparation for SACS, an action plan about Technology Information, and an action plan to evaluate the radio station.

Inside Gaston

- The deadline for the next Inside Gaston newsletter is on March 15. Kim Watson will submit information on Staff Development Day, Staff Excellence Award, and the new staff member welcome postcard.

Committee Updates

- Calendar
• Social
  o Libby Stone informed the committee that Harriet Dameron emailed Jesus Medina indicating Staff Senate’s interest in working on something for Earth Day. She also suggested to him that the Campus Social Committee may be proper the entity on campus to organize a Family Day event.

• Mini-Grant
  o Diane Ward met with the Mini-Grant Committee on Thursday, February 11. Three applications were received and approved:
    • T-shirts and literature for the Gaston County Huskins program (Kimberly Wyont & Amy Weisgerber)
    • Mosbey DVD series on anatomy for EMS (Kent Spitler & Mike Kellar)
    • Laptop, projector, and software for HR training/orientation (Todd Baney)

• Altrusa Award
  o No report.

• Staff Excellence Award
  o Karen Less reminded the committee that the deadline for nominations is on Friday, March 26. She will send a reminder email on Monday, March 22 regarding the deadline.

  o The April meeting will be for Staff Excellence Award interviews. Dr. Less and Diane Ward will facilitate the next meeting. All documents related to the interviews will be sent out electronically before the next meeting.

• Nomination
  o Nominations will begin in May, and Staff Senate elections will begin in June. Kim Watson agreed to serve another two-year term on Staff Senate.

• Policy
  o Kim Watson served as the Staff Senate Representative on the Policy Review Committee on March 8 & 9, 2010 to review and discuss submitted policy changes. The majority of the policy revisions were performed in preparation for SACS visit, to simplify/clarify wording and to update policy based on current practices. In addition, the Executive Council recommended an addition to the policy as it relates to Staff Senate: 1) Staff Senate would serve as the official voice of Gaston College Staff Members and 2) the Staff Senate Constitution and any amendments to the Constitution would require approval of the Gaston College Board of Trustees.

Announcements

• The next meeting will be held on Thursday, April 8 at 2:00 p.m. at the Morris Library, room 226.
- The meeting was adjourned at 3:30 p.m.