I. CALL TO ORDER

- The meeting was called to order at approximately 10:00 a.m.

II. REVIEW/APPROVE MINUTES FROM PREVIOUS MEETING

- Both the minutes from the July and August meetings were approved as written.

III. STANDING COMMITTEE REPORTS

The following Senators volunteered for the Standing Committees listed below:

- **New Staff Member Welcome**
  - Michelle Avendano, HR Specialist (8/28/13)
  - Trenton Champion, HVAC Technician (9/3/13)
  - Randy Hayes, Network Infrastructure Specialist-Tech Services (8/1/13)
  - Travis Hogue, Network/PC/AV Technician-Tech Services (8/1/13)
  - Tracy Hutchens, Technology/Data Support Specialist-Student Services (8/19/13)
  - LeAnne Johnson, Housekeeper (8/1/13)
  - Marshall Knox, Housekeeper/Floor Maintenance (8/12/13)
  - Marlo Lipscomb, Housekeeper (8/1/13)
  - Whit Preston, Adjunct Evening Librarian (8/12/13)
  - Rachel Price, Housekeeper (8/1/13)
• **Calendar Committee**
  
  o No report
  
  o Joyce will contact the committee to let them know that Carol Faust is the Staff Senate representative.

• **Staff Senate Social Committee**
  
  o Joe reported that he and Helene are thinking of entertaining ideas for the General Staff Meeting. Cynthia McCroy recommended using a 100-slide slideshow that Emily Dalton created.

• **Gaston College Social Committee**
  
  o The Committee is starting to work on the Holiday Drop-In.

• **Mini-Grant**
  
  o No report

• **Altrusa Award**
  
  o No report

• **Staff Excellence Award**
  
  o Carol Faust continues to work on her nomination packet and will have the committee review the information once it is completed.

• **Staff Development and Training Needs**
  
  o A Staff member asked if there was a go-to person that could help answer questions about technology related applications such as Word, Excel, Informer, etc. Joyce recommended that this committee get together and see if there is anyone specific that for that role or if there is a possible way to get trainings set up related to these categories.

• **Health Promotion Committee**
  
  o The Spencer Mountain 10 Mile & 5k will be on November 9, 2013. This committee would like to see an increase in participation for the Spencer Mountain run/walk. The Committee recommended the walking competition among divisions on campus to begin mid-September to raise awareness and drum up support for this final race. More information will be sent out from departmental leaders for the walking competition to be held similar to last year’s. Additional Lunch and Learns will be included during the next 9 weeks to help promote the race.
  
  o Total Wellness Week is scheduled for October 14th through October 18th. The events will be similar to last year’s events and will include relaxation and yoga stretching/metabolic
The flu clinic will be held during wellness week on Wednesday, 10/16. More information will be sent from HR.

- The Committee recommended two proposed walking routes on the Dallas Campus and the committee hopes to receive approval from Executive Council by the end of fall semester. The deciding factor is the routes must include sidewalks for safety purposes.
- Kelly Vass, new Instructor-Dietetic Technician Program, has accepted the responsibility of the Health Promotions Newsletter. The first issue will be due out by the end of October.

- Nomination Committee
  - No report

- Marketing Committee
  - Each month, the Executive submits a picture of the winner and the nominees for Customer Service Recognition Program. In addition to this submission, Joyce has opened the floor for future suggestions. If anyone would like to recommend ideas for Inside Gaston, please let Joyce know.

V. SPECIAL & AD HOC COMMITTEE REPORTS

- Executive Council Update

  Student Success Initiative
  Dr. Rob Johnston will provide a Completion by Design workshop on October 22nd for a morning and afternoon sessions in the David Belk Cannon, Room 127.

  Strategic Planning Update

  Dr. Pend Armistead will be on campus Oct. 14-18 to hold one on one interviews and forums with community and business leaders to solicit their input into the Strategic Planning process. The President’s Cabinet Meeting on Oct. 17 will focus solely on Strategic Planning. No report needs to be completed for handout at that meeting.

  Free College Day

  The Free College Day is scheduled to take place on October 26, 2013, and will provide prospective students with the opportunity to experience college for free and to learn about the opportunities available at Gaston College. Participants can register for up to three one-hour mini-courses.

  Performance Measures

  The new performing funding model is composed of two components; quality and impact. This year, 9 Million dollars has been made available for performance funding. There possibly could be as much as 12 Million dollars budgeted for next year.
• **President’s Cabinet Meeting Update**
  
  o Next meeting is on October 17 at 3:00 p.m. in DBC 260

• **Board of Trustees Meeting**
  
  o New Employees were welcomed and introduced.

  o Jamie Conrad, Instructor-Business Administration and Karen Duncan, Instructional Technology Specialist received special recognitions. Jamie received the 2013 Accreditation Council for Business Schools and Programs (ACBSP) International Teaching Excellence Award. Karen received the Blackboard Catalyst Award for an Exemplary Course Program. The award recognizes outstanding development of innovative course offerings that represents the very best in technology and learning.

  o Bob Blanton presented a presentation concerning the Study Tour to China that was offered during the spring 2013 May 20-29th.

  o Dr. Skinner’s report to the Board:
    - Shared the outcomes of the Gaston Early College High School—11 graduated from high school—also out of those 8 received AA degrees. The estimated enrollment for this coming year is 145.
    - Dr. Linda Greer has been working closely with the Economic Development Officer of Bessemer City to offer more courses in the community. The Bessemer City Council recently approved the use of their City’s community building.
    - Over 1,000 teachers and administrators participated in the 2013 Teaching and Learning Conference on campus.
    - Career Expo: Discover the New Face of Manufacturing will be held October 1 at the Gastonia Conference Center.

• **Achieving the Dream**
  
  o Adele Earls will report to Staff Senate on behalf of the Achieving the Dream Committee.

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**VI. GOALS UPDATE**

• **New Staff Mentoring Program**
  
  o Christian and Joyce met with Todd Baney and Carol Denton in HR. It was a very productive meeting with lots of feedback. There will be more to report once the committee can meet with Carol Denton and Michele Avendano.

• **Open House for Faculty/Staff**
  
  o No Report
**Centralized Training Calendar**

- The new budget did not allow for the implementation of SharePoint. The new web redesign will allow for a Centralized Training Calendar to be displayed. The new website modifications will not launch for another 6-8 months. In the meantime, it was suggested that we use the Gaston College Google account to create our Centralized Training Calendar. The Google Calendar can be shared and accessed online from work and home. The committee will meet with Dewey Dellinger and Todd Baney to decide whether to go with the Google Calendar or just wait until the web redesign.

**Faculty/Staff Relations**

- A Veteran’s Day ceremony will be held on October 11, 2013. Joyce encourages everyone to attend if possible.

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**VII. NEW BUSINESS**

- **Name Tags**
  
  - Name tags for the new Senators were handed out. Christian will order a name tag for Cynthia McCrory. Everyone was encouraged to wear their name tags during campus events or on trips to other campuses.

- **New Member for the New Staff Member Mentoring Program**
  
  - Jenna Deal agreed to serve on the New Staff Member Mentoring Program.

- **General Staff Meeting**
  
  - Will be postponed until the spring semester. Joyce recommended having Conrad Martin and Jenna Deal present on a customer service presentation that they have created.

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**VIII. ANNOUNCEMENTS**

- Faculty/Staff Meeting – September 25th at 3:00 p.m. – MC Café
- Faculty/Student Break – October 7th and 8th – College Closes at 4:00 p.m.
- Deadline for Staff Excellence – October 15th
- Free College Day – October 26th
- Veterans Day – November 11 at 10:00 a.m. – South Quad
- Next Meeting – October 10 at 10:00 a.m.
VIII. ADJOURNMENT

- The meeting was adjourned at 10:45 a.m.