MINUTES OF THE MEETING
STAFF SENATE
Friday, December 9, 2011
Morris Library, Room # ML 226
Gaston College | Dallas, NC
Prepared by: Melanie Hoyle

Members Present: Doug Bradley, Sherry Carpenter, Joyce Crumpton, Adele Earls, Dr. Linda Greer, Jeannie Horton, Melanie Hoyle, Dr. Karen Less, Stephanie Lutz and Leah Mackey

Members Absent: Renee Adams, Harriet Dameron, Ben Dungan, Conrad Martin, Jody Mosteller, Christian Smith

Others Present:

I. CALL TO ORDER

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

II. REVIEW/APPROVE MINUTES FROM PREVIOUS MEETING

• The November minutes were approved as written.

III. STANDING COMMITTEE REPORTS

• New Staff Member Welcome
  o No new hires for November

• Calendar Committee
  o No report

• Staff Senate Social Committee
  o No report

• Gaston College Social Committee
  o No report

• Mini-Grant
  o No report

• Altrusa Award
  o No report.
• **Staff Excellence Award**  
  o We should be hearing something from the state office on Debbie Sigmon’s nomination before the holiday break.

• **Staff Development**  
  o Certificates for the Staff Development day training should be distributed soon.

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**IV. SPECIAL & AD HOC COMMITTEE REPORTS**

• **Executive Council Update**

  No Report

• **President’s Cabinet Meeting Update**

  No Report – January meeting to be announced

• **Board of Trustees Meeting**

  o Recognition of 7 Law Enforcement officers who were instructors/students in a Gaston college class when a student had a heart attack. These 7 officers responded immediately and saved the students life. They were given life saving awards by the Board of Trustees.  
  o Retention Strategies Update  
  o Renovation Proposal for the Pharr Building  
  o John Anderson is retiring. The Board approved a proclamation honoring his contributions to the Textile Technology Center

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**V. UNFINISHED BUSINESS**

• Proposal to Executive Council for New Summer Hours (36 hours)  
  o Committee is currently looking at cost associated with this proposal  
  o How proposal will affect our retirement  
  o Currently conducting a survey of other community colleges on what they do

• **Follow-up Feedback from Veteran’s Day**  
  o Feedback was positive (“Fantastic”)  
  o Ideas are already coming in to build on this event for next year

• **Health Risk Assessment Results**  
  o 116 employees did the online screening  
  o 95 employees did the physical health screenings  
  o More women than men participated  
  o Top 6 priorities from the Health Risk Assessment: Osteoporosis / Fitness / Weight Management / Good Nutrition / Blood Pressure Reduction / Sleep  
  o 68 chair massages were given
One complaint of the assessments was lack of privacy during the assessment and counseling sessions (This is being addressed for next year).

- Adele will check to see if Staff Senate can have a representative on the Health Promotions Committee
- Staff Senate Constitution
  - Constitution needs to revised/updated
  - Doug Bradley, Adele Earls, Dr. Karen Less and Melanie Hoyle will work on that revision.
  - Dr. Less will send the Constitution and Bylaws out to everyone for review

VI. NEW BUSINESS

- Review of Staff Senate Goals
  - Revamp Staff Development Day – Continuing to work on
  - Participate in 2 college-sponsored events – This goal has been met
  - Collaborate/partner with Faculty Senate to do something to recognize veterans on Veteran’s Day – This goal has been met
  - Raise awareness of Staff Senate – Please wear your staff senate shirts to the January 2012 meeting so a picture can be made of the current Staff Senate. This picture will be made into a post card and sent out to all staff so they will know who their representatives are / Suggestion was made that we offer 1 hour brown bag lunch seminars (mini-seminars for staff)
- General Staff Meeting – Planning
  - Spring break will be February 27 – March 2. A date will need to be set at the January meeting and preparations made for this meeting.
  - Dr. Greer is holding some discretionary funds to be used for refreshments at this meeting.
- Biggest Loser
  - SGA proposes to do a “Biggest Loser” event at Gaston College for students, faculty and staff.
  - There will be teams of 4 people (can be students, faculty, and/or staff)
  - Each team will have experts assigned to help them (exercise, nutrition, etc.)
  - Weigh ins will be private
  - Enrollment will start in January 2012 / Event will start in February 2012

VII. ANNOUNCEMENTS

- Tobacco Free starts January 1, 2012

VIII. ADJOURNMENT

The meeting was adjourned at 10:50 a.m.