MINUTES OF THE MEETING
STAFF SENATE
Thursday, January 20, 2011
Morris Library, Room 226
Gaston College | Dallas, NC
Prepared by: Ben Dungan

Members Present: Jeannie Horton, Harriet Dameron, Sherry Carpenter, Melanie Hoyle, Leah Mackey, Doug Bradley, Jody Mosteller, Conrad Martin, Ben Dungan, Dr. Linda Greer, Vickie Hoke, Adele Earls and Dr. Karen Less

Members Absent: Stephanie Lutz, Paula Homesly and Jenell Barnette

Others Present: N/A

I. CALL TO ORDER

Review/Approve Minutes from November Meeting

- The November minutes were approved as submitted.

II. OLD BUSINESS

Staff Development

- Doug Bradley proposed that Staff Senate sponsor a seven-hour workshop on Lean Office for interested staff members. The class would be taught by Bob Olson and could hold up to 20 participants. Doug also gave a brief background into the Lean Office curriculum and the cost of the program and supplies.

- Dr. Karen Less indicated that she liked this idea, with the only drawback being that it would only serve a small group of staff.

- Ben Dungan made the motion to pursue Doug’s proposal. Adele Earls seconded. The motion passed.

General Staff Meeting

- Dr. Karen Less gave a brief report on the General Staff Meeting. She estimated nearly 50 staff members attended.
III. NEW BUSINESS

Bereavement Committee

- Kimberly Wyont suggested that Staff Senate look into the formation of a Bereavement Committee. Dr. Karen Less felt this may be an opportunity for Staff and Faculty senates to partner.

- After further discussion, it was felt that Human Resources and SGA be brought in to also help decide the role of this committee.

- Sherry Carpenter made a motion that Staff Senate recommend that the Executive Council consider looking into the feasibility of forming a Bereavement Committee. Jody Mosteller seconded. The motion passed unanimously.

36-Hour Work Week (summer)

- Vicki Hoke made a motion that Staff Senate recommend that Executive Council explore the option of creating a 36-hour work week for the summer. Harriet Dameron seconded. Motion passed.

Executive Council Update

- No report

Board of Trustees Report

- No report

Committee Updates

- New Staff Member Welcome
  - Harriet Dameron reported that there were five new employees to receive welcome cards.

- Tobacco-Free Initiative
  - The Tobacco-Free Initiative committee sent their recommendation for the Board of Trustees to vote on. The Board did not act on the recommendations sent, and instead sent them back to the TFI committee for revisions.

- Calendar Committee
  - Melanie Hoyle reported that this committee will have their next meeting on Friday, January 28.

- Staff Senate Social Committee
  - No report.

- Gaston College Social Committee
• Leah Mackey reported that plans were in the beginning stages for the Faculty/Staff Appreciation Luncheon.

• Mini-Grant
  o No report.

• Altrusa Award
  o No report.

• Staff Excellence Award
  o Dr. Karen Less reported that Kimberly Wyont (the 2010 recipient) made it into the Top 5 for consideration at the state level.

  o Dr. Less also indicated that she and Melanie Hoyle will begin working on the 2011 Staff Excellence Award.

Announcements

• Adele Earls shared with the group about the presentation offered by Scott Lewis on January 27 in DBC #170.

• Melanie Hoyle introduced a Volunteer Leave proposal from Helen Hovis to be considered. This topic was tabled for discussion at the next meeting.

• The meeting was adjourned at 2:56 p.m.