I. CALL TO ORDER

- The meeting was called to order at 11:05 a.m.

II. Welcome/Intro of New Members

- Adele, our new President, welcomed two of our new members, Beverly Murphy and Joy Armour, and asked everyone to introduce ourselves to them.

III. REVIEW/APPROVE MINUTES FROM PREVIOUS MEETING

- At the beginning of the meeting, we did not have a quorum present. Staff Senate deferred approving the June minutes until the August meeting.

IV. STANDING COMMITTEE REPORTS

A brief description was given of “internal committees” that are comprised entirely of Staff Senate members to address internal needs of the organization and of “external committees” that are Staff Senate members who participate as a representative of Staff Senate on a campus-wide committee.

- New Staff Member Welcome
  - The college hired one new Staff employee for June – Jeff Johnson, Plumber Technician

- Calendar Committee
  - No report
• **Staff Senate Social Committee**
  o No report

• **Gaston College Social Committee**
  o Welcome Back Drop-In Lunch will be August 17, 2012 11:00 – 1:30 RCB 126. Music will be provided by WSGE.

• **Mini-Grant**
  o Mini-grant committee had met in the week prior to Staff senate meeting, Dr. Karen Less attended. She reported on several proposals that were submitted and funded across campus.

• **Altrusa Award**
  o No report

• **Staff Excellence Award**
  o The timeline for next year’s Staff Excellence Award will have to be moved up because the Employee Appreciation event will be on April 5.

• **Staff Development**
  o No report

• **Health Promotion Committee**
  o The committee is planning quite a few activities for the Fall semester. Three subcommittees have been created within the Health Promotions Committee to address stress, diet, and exercise. WalkSTARS is a program for fall geared to get GC staff and faculty on the move and promote walking for better health. The GC outside walking trail is getting a makeover to provide a safer and more visible trail to follow and enjoy a daily walk. Details on WalkSTARS and the other initiatives are forthcoming.

• **Nomination Committee**
  o Staff Senate had a record number of votes for Senators. Also, we had more nominees for positions than we had positions available. New members for 2012-2103 are Josh Crisp; Joy Armour; Nichole Malloy and Beverly Murphy. Senators with renewed terms are Jeannie Horton, Dr. Karen Less, Douglas Bradley, and Christian Smith.

---

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

• **Executive Council Update**

  Budget Challenges for FY 2012-13

  With FTE down by 9% and an expected budget shortfall of over $1 million dollars, Executive Council has been reviewing spending trends and focusing on ways to reduce expenditures to balance the budget. If it is not necessary to send back the funds being held for a possible 2%
reversion, some relief will be felt; however the College’s upward spending trend will still need to be adjusted going forward, with another budget review being planning for early Spring 2013.

Some options being considered to reduce spending include: Reviewing payroll expenditures to see if portions of some staff salaries can be shifted from state funds to self-supporting funds; looking for efficiencies in PT instructional salaries and overload pay; scaling back on equipment requests and marketing initiatives; and reducing nonessential travel.

Achieving the Dream Core Team

The Executive Council has appointed Adele Earls, as President of Staff Senate, to serve on the Achieving the Dream Core Team.

• President’s Cabinet Meeting Update

   No report

• Board of Trustees Meeting

   Waiting to get notes from Conrad Martin

VI. UNFINISHED BUSINESS

• Staff Senate Sub-Committee on Training

   Based on feedback from the Survey Monkey dispersed in Spring, the first training issue will be travel authorization and reimbursement paperwork. Jennifer Phillips and Amy Dellinger will facilitate. Staff Senate is also collaborating with Dr. Dellinger and Faculty Senate to offer sessions on proper composition of emails and etiquette. Teresa Worthy is the proposed facilitator. Keep on the lookout for training on Microsoft 10 applications in Spring 2013.

• Centralized Training Calendar for the College

   Christian Smith to work with Karen Williams in IT when Karen’s schedule will allow, due to IT’s heavy workload at this time.

VII. NEW BUSINESS

• Discussion/Nomination of Vice-President/President-Elect

   Adele asked everyone to give thoughtful consideration for names for the position of Vice-President/President-Elect. She hopes to elect this position at the August meeting.
• **Staff Senate Marketing Committee**
  Based on the various needs of Staff Senate over the past years, an internal marketing committee would assist us in a more coordinated approach to handling communications for Inside Gaston and other publications, promoting Staff Senate events and initiatives and helping to inform others about Staff Senate. A committee description will be written for the next meeting.

• **Staff Senate Fall Meeting Dates**
  At our next meeting everyone please suggest your best day of the week and time for you to have our Staff Senate meetings for the fall/spring.

**VIII. NEW BUSINESS**

• **Beach, Rhythm and Blues – August 25, 2012**
  o Tickets for this event will be on sale soon. They are looking for volunteers to help out. All volunteers are admitted free and get an event t-shirt.

---

**IX. ADJOURNMENT**

The meeting was adjourned at 11:15 a.m.