

Bluegrass Staff Council Meeting October 20, 2005

Members Present: Becky Critchfield, Dianalee Crone, Cindy Downey, Melissa Gabel, Rebecca Simms, Roy Tapp, Kristin Tiedeman, Debby Vantreese, Josh Warren, Anthony Roberts (ex-officio)

Dr. Kerley reported that, overall, he is very pleased with the consolidation. Communication is the key and he sees this Council as a strong advisory board. If there are big issues an all staff meeting will be called.

Staff Council members are encouraged to attend the Board meeting on 10/27/2005, 5:00 p.m. in the Student Center of the Leestown campus. This is a good opportunity for staff to voice opinions.

BCTC is working on new buildings – the one on Cooper Drive and one in Winchester. We are also looking at Georgetown and are working with Toyota for something in the future. We will begin a capital campaign for all campuses in the spring and will be evaluating our focus and prioritizing needs.

Issues of Concern:

Accreditation: Melissa noted that she has heard from different sources that BCTC is not an accredited college and that our credits don't transfer. The names "Lexington Community College" and "Central KY Technical College" were recognized in the community, but people seem to think "Bluegrass Community and Technical College" is a new school.

- Dr. Kerley noted that a drop in enrollment is not uncommon after consolidation. Because of these rumors we need to be proactive with a lot of advertising, stressing that LCC and CKTC are now one school. There is also some misinformation internally regarding transference of credits and we must emphasize communication and consistency in what is being told to students and others in the community.
- Melissa will send an email to Vern Kennedy regarding increasing advertisement efforts.
- Rebecca suggested we have a quicker push for this and send out information to all high schools. It might be helpful to have an information sheet prepared showing that we are SACS accredited and that credits do transfer.
- A Guidance Counselor luncheon is scheduled for December and BCTC will be promoted there.
- The recruitment subgroup may want to send information cards out to students.

- Melissa would like to have a banner or sign to take to job fairs and other recruitment opportunities, stating that LCC and CKTC are now combined as BCTC.
- Dr. Kerley has met with officials from UK recently and will ask someone to come to one of our meetings to talk about credit transfer.
- A suggestion was made to have television ads featuring Dr. Kerley personally.
- Information could be posted on our web site listing all colleges having an articulation agreement with BCTC.

Computer Lab (Leestown Campus): Kristin stated that since ABE has moved from the old library in Building A, we now have only 6 computers for student use in the Manufacturing Building library, and that this library closes at 6:00 p.m.

- Computer stations could be set up in the Student Center. Additionally, televisions there could be on news stations or could show information about our college. This would make that area more usable for students.
- Dr. Kerley reported that Ren Bates plans to have an open computer lab on Leestown Campus by January. He has not yet identified a space.

Clarification from Judy Craft, Library Specialist, received 10/25/05:

I just want to clarify a couple of statements in the staff council minutes concerning the library in the M bldg. on the Leestown Campus. The library is open from 8:30 am till 5:00 pm Monday through Friday. In order to expand the hours, additional staff is needed. The library director, Charles James, and Steve Stone, the extended campus librarian, are aware of this problem. They are working with Dr. Kerley to remedy the situation..

Also, in the minutes it mentions the library having six public terminals. We actually have eleven, and all of them are in use most hours of every day.

A "computer lab" for the Leestown campus is also under discussion.

Staff Morale:

Development of a Survey to Identify Issues

- Karman Wheeler will attend the next meeting to help develop survey.
- Council members to talk to staff to generate ideas and issues to be included. Kristin will send out an email to ask for staff input.
- Bulletin board on the ITES web area for staff comments.
- Staff Council link on the web page for input.

Staff Appreciation

- Fun things could be planned for staff, such as
 1. A talent showcase
 2. Professional development offered different times throughout the semester
 3. Staff appreciation week
- Dr. Kerley's goal is for BCTC to be one of the top 10 places to work in Kentucky
 1. Ask staff to identify what constitutes working in a top 10 place
 2. The KY Chamber of Commerce has already identified these criteria. Becky will contact David Atkinson, President, and possibly invite someone from that group to a future meeting.
- Attempt to lessen the feeling of inequality of faculty and staff by having more combined events and activities.
- Seek staff participation/input in decision making processes that directly affect them.

Staff morale discussion will continue at next meeting. Becky asked council members to provide specific issues (with examples) relating to staff morale within each department. The goal is to consider such issues when creating the staff survey.

2005-2006 plan (subcommittees):

- Website – IT is working on this now and will include information from the Staff Council brochure. Hold discussion on this until our brochure is completed.
- Brochure – Melissa will head this subcommittee. Debby will help.
- Spring Break Activities – Rebecca will head this subcommittee. Kristin, Josh and Cindy will help. Suggestions included having something at each campus (such as a movie day), and then something for all-staff (such as a breakfast).

Next Meeting: November 17, 2005, 2:30 p.m.