## Bluegrass Community and Technical College Staff Council Meeting October 6, 2006

<u>Members Attending</u>: Nancy Dixon, Melissa Gabel, Donna Heath-Johnson, Peggy McGuire, Andrea Ooten, Kathy Shoemaker, Debby Vantreese, Lucinda White, Becky Critchfield (ex-officio)

Becky distributed a copy of the by-laws and explained the purpose of the Staff Council as being an advisory board to Dr. Kerley.

Officers for this year were appointed as follows:

Chair - Melissa Gabel Co-Chair - Nancy Dixon Secretary - Debby Vantreese

The Chair will also have a seat on the President's Leadership Team.

After discussion it was decided to continue to hold meetings on the 3<sup>rd</sup> Thursday of each month, 2:30 p.m., at the Leestown campus (due to parking). Council members will encourage more staff members to come to the meetings.

Business: Areas of focus for this year will include --

- Staff appreciation and spring break activities We have a discretionary fund of \$500 to use throughout the year. Past activities have included a breakfast, lunch and game day.
- Linda Faul/Eva Bellamy Staff Award This was established last year and is the highest level of staff award. The recipient's name will be added to a recognition plaque displayed outside of Dr. Kerley's office.
- > KCTCS New Horizons Award nominations Staff Council has been charged with conducting elections for the New Horizons Award this year.
- NISOD Award A recommendation has been made for the Staff Council chair to serve on this committee. This is a national award that is given to 5 faculty members and 5 staff members.
- ➤ BCTC Board Representative KCTCS policy states that a staff member will be elected to serve on the Board for a 3-year term. This past year Staff Council elected to have Becky Critchfield serve as interim representative until elections are held in the spring, with a new term beginning July 1.
- Open Forums This was initiated last year as an informal meet-and-greet opportunity for staff members to offer suggestions and ideas of things people

- would like to see. Dr. Kerley was invited to attend to answer any questions. Melissa recommended we continue these forums this year, but schedule these at the beginning of the term. It was decided to plan to meet on Cooper campus at 9:00 a.m. on Tuesday, November  $14^{th}$ , and on Leestown campus at 2:30 p.m. on Thursday, November  $16^{th}$ .
- Website/Brochure Andrea recommended that we talk with Loren Zink about setting up an anonymous suggestion box in the Staff Council link to the website. This is something we'll look into. Melissa will update the brochure listing all current members and their contact information. New members should send tios to Becky Critchfield. Andrea will talk to Laura Lynch about photos.
- Morale Survey Update We received a lot of input from the survey last year and Becky recommended that we look into doing a follow-up saying what's been done. One of the complaints voiced was that people serve on committees but never see any change.

The next meeting will be held during the open forums, November  $14^{\text{th}}$  on Cooper campus and November  $16^{\text{th}}$  on Leestown campus.