

Staff Council / Executive Committee Meeting

Date: July 13, 2010		Recorder: Lou Ann Sunley
		Location: M-128, Leestown Campus
Present: Kim York, Shannon Cruz, David Lynn, Donna Heath-Johnson, Sylvia Williams, Bruce McDonald, Kevin Griffis, Tracy Dennis, Barbara Hoskins, Melinda Lemaster, Marlene Campbell, Diana Barkley, Judy Southerland, Judy Craft, Neomia Hagans-Flores, Lisa Ladanyi, Lou Ann Sunley		Recorder: Lou Ann Sunley
Agenda/Issues	Discussion	Action
Welcome/Intros.		

<p>June Minutes</p> <p>Intros./Discussion of Executive Committee Roles – Staff Council Chair</p>	<p>All Minutes may be obtained via electronic copy if requested.</p> <p>Bruce explained that all staff are automatically members of Staff Council. The Executive Committee of Staff Council is made up of elected positions or appointed positions (4 positions may be appointed by the Chair). Bruce stated that the duties of all of the elected/appointed positions are outlined in our Staff Council By-Laws. Staff council officers do consist of campus reps. and dept. reps. (see org. chart) who represent all of Staff Council. Each elected officer will be sent a BIO PIC of the By-Laws. They will be sent via email to all elected and/or appointed officers. They will come in binders for our use this year.</p> <p>It is important to realize that ALL STAFF are important members of Staff Council. The Chair may appoint committees to review, discuss, and present particular areas of interest Staff Council may have the desire to be involved in. The Vice Chair will be ex-officio on these Committees.</p> <p>Please realize, if you are an elected campus rep, it is your responsibility to make room reservations and complete work orders for desired equipment, etc. for staff council activities and/or meetings that may be held on your campus. Staff Council has been able to improve its reputation with administration recently – having a solid “direction” now! All Exec. Committee meetings are held on the 2nd Tuesday of each month. Your attendance is very important to each meeting this year</p> <p>Executive Committee of Staff Council consists of all elected positions plus 4 “appointed” positions:</p> <ol style="list-style-type: none"> 1) Recorder (accepted by Lou Ann Sunley) 2) Committee liaison (accepted by Barb Hoskins) 3) Climate Assessment position – This position will work with BCTC’s institutional research regarding the results of staff surveys. Bruce made the motion to nominate Neomia Hagans-Flores to this role. Tracy & Melinda both 2nd’d the motion, and we voted “YES!” 4) Parliamentarian – Marlene made the motion that we 	<p align="center">Approved</p>
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vote to appoint Shannon Cruz to this position. Marlene and Tracy 2nd d that motion, and we voted “YES!”

Introduction-Staff Representative to the Board of Directors

Donna Heath-Johnson was introduced at our meeting today. Donna was recently elected to serve the position of Staff Representative to the Board of Directors! Congratulations, Donna!!

Introduction-Executive Council Climate Assessment

Kim explained that the responses from our staff surveys will first go to Dr. Julian, then to the LET, and then to Staff Council. As mentioned above, Neomia will serve on this Committee.

Introduction-Briefing Committee Liaison

Barb Hoskins announced our upcoming BCTC Kick-Off. It will be held on Friday, August 13, 2010. This year’s Kick-Off will be focusing around the 6 goals described in our Strategic Plan. She explained that each person presenting at the Kick-Off will be asked to do a Quick 2-3 minute overview of their topic and then we will break out into groups for round-table 1-hour discussion on these topics (i.e. student success, haz. mat. training). We will then break for lunch and come back for Site training for people responsible for pages on our website.

Overview of Year Goals

Kim explained a new program we will be starting this year through Staff Council. It will be called “SAFE PACE.” Dr. Julian is very excited about the opportunities available for “**Staff and Faculty Engaging in Personal and Career Enrichment.**” The original plan to kick-off SAFE PACE this year was to have Coach Calipari speak on Team Work. His office will contact Kim when his calendar is cleared for this event. Dr. Julian would like for us to create a full-year calendar for the events we will be offering via SAFE PACE. A Committee will need to be formed right away to begin work on this project. The Committee will present a plan to the Executive Committee of Staff Council. We would like to bring faculty & staff together within the next 30 days. Last year, the Mission & Charge of this newly formed Committee were created. Our goal now is that within 90 days the calendar will be completed. Dr. Julian would like for us to have things on our BCTC calendar in August. The calendar will be on The Point. Nancy, Barb, and Kim are already very involved in this new project. It would be great to have Greg Feeney join, and Kim also mentioned that Lisa & Judy would be great on this Committee as well.

Our professional development funds have not been announced yet for next year, so Barb is not sure how much money she will have available to share. Barb mentioned it would be great to talk with Steve Stone and all of LRC about opportunities for SAFE PACE. Dr. Julian will be relaying to LET that these are “personal and career development opportunities” and all things could probably be put on our PPEs. Be sure to watch for emails from Kim about SAFE PACE.

