

Staff Council / Executive Committee Meeting

Date: October 12, 2010	Recorder: Lou Ann Sunley Location: Regency Campus	
Present: Bruce McDonald, Neomia Hagans-Flores, James Hogan, Karen Marcum, Judy Craft, Donna Heath-Johnson, Judy Southerland, Dianna Barkley, Arlene Ross, Joanel Robinson, Kim York, Sylvia Williams, Kevin Griffis, Melinda LeMaster, Diana Golphin, Marlene Campbell, Lou Ann Sunley, Lisa Ladanyi	Recorder: Lou Ann Sunley	
Agenda/Issues	Discussion	Action
Welcome		

August Minutes	May be viewed on our website.	
Briefing Committee Liaison – Barbara Hoskins	N/A	
Briefing – Staff Rep. to BOD; Donna Heath-Johnson	Donna had no new info. to report since our All-Staff Council Meeting last week.	
Briefing - Vice Chair Sub-Committee Briefing, Neomia Hagans-Flores	<ol style="list-style-type: none"> 1. Neomia reported that the newly formed Events Committee for this year held their first meeting on 10/6/10. Emily Keck volunteered to be the Chair, and Lou Ann Sunley will be the recorder. The Events Committee will organize all 5th Friday Events (working along-side Barbara Hoskins), campus visits, and Humanitarian Week (Spring Break). It was agreed that all of the Humanitarian Week activities will be planned prior to BCTC’s Holiday Break. 2. The first 5th Friday event will be held on 10/29/10. Speakers will be there, and we will have a judged costume party. The Events Committee has asked the Executive Staff Council to be “secret” costume judges for this Event. All agreed! 3. SAFE PACE Committee will meet on 10/14/10, at 12:30 p.m. in the Regency Campus Conference Room. <p>Staff Climate Committee will meet on 10/26/10, at 1 p.m. No location has been determined yet.</p>	<p>Lou Ann will check with Lisa to see if \$ is still available this year for the Events Committee to use at Campus Visits.</p> <p>Sylvia will check with Dr. Julian about the same funds & whether or not the \$500 will need to be submitted as non-recurring funds request again this year.</p>
Open Floor	<p>Karen Marcum expressed her concern regarding low attendance to our Staff Council meetings. We threw out several ideas we might try to increase attendance:</p> <ol style="list-style-type: none"> 1. Possibly better communication through Bluegrass Insider. 2. Bruce will be delivering binders to all officers and will try to catch up with staff at other campuses to invite them. 3. James Hogan has cleaned up our web site and adds 	

- minutes for us monthly! Thank you, James.
4. We might be able to work to get BCTC's supervisory chain involved, asking them to encourage their staff to participate in Staff Council. Bruce will mention again in the APT meeting he attends. He will also encourage supervisory staff to attend as well. Bruce did state that he did receive a lot of meeting replies from people who did not attend our All-Staff Council meeting this time.

It was mentioned that ALL STAFF who currently work at BCTC and cannot vote in faculty council are automatically Staff Council members.

We discussed that perhaps an internal marketing person would be helpful. Involvement from staff may be difficult if they don't understand exactly what we do on Staff Council.

Lisa mentioned that time away from work, even at a Staff Council Meeting, is time that is required to be made up (missed time) because the work still needs to get done. It was noted that not all departments feel equally about this.

It was suggested that we need to write a blog in the BG Insider about what Staff Council is doing.

Neomia suggested we create a position within Staff Council to get the word out to staff about what Staff Council is doing. Donna suggested that campus reps. and/or department reps. may possibly be able to take this on without adding an additional position to staff council.

James Hogan can put a count on the website – we could send minutes out to All Staff to help keep everyone up-to-date.

Karen suggested sending out a survey to ask staff what they would like to see addressed in Staff Council. Perhaps James can put something on the website asking for anonymous suggestions for staff council. Bruce might go to LET to ask that a Staff Council rep. be present at each department's meetings. The suggestion was also made that we invite someone from LET to attend our December meeting since Dr. Julian cannot be present.

Employee Newsletter: We need to have a short introduction added to our Bluegrass Insider newsletter announcing Staff Council and introducing our website.

Perhaps we could select an "Employee of the Quarter," perhaps do some drawings for awards, highlighting a specific department each quarter.

It was decided that:

1. Please send ideas about meeting possibilities to

<p>Adjourn</p>	<p>James Hogan & he will complete.</p> <ol style="list-style-type: none"> 2. Karen will work with James and will bring something to our Nov. meeting. She can work with Lou Ann to present. 3. Diana suggested we have some type of “carrot” to bring more staff to our meetings. <p>We also suggested different ways to have our All-Staff Council meetings, i.e., all in one place, conference calls, live meeting, etc. The audio is difficult to hear sometimes, but Bruce explained that when on a Live Meeting with a microphone at your desk, if you are not speaking you have to keep your microphone muted. When several microphones are on at the same time, it is often very difficult to hear without words being choppy.</p> <p>3:45</p> <p style="text-align: center;">Next month’s meeting: November 9, 2010</p> <p style="text-align: center;">Meeting adjourned at 4 p.m.</p>	
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