Bluegrass Community and Technical College Staff Council Meeting January 19, 2006

Members Attending:

Becky Critchfield, Nancy Dixon, Cindy Downey, Melissa Gabel, Laura Lynch, Kristin Tiedeman, Debby Vantreese, Josh Warren, Natalie Webb, Anthony Roberts (ex-officio)

President's Update:

Dr. Kerley reported on the following college updates –

- We are currently working with KCTCS on an initiative for increased funding.
- Work continues on the Georgetown facility, as well as on the new buildings. We are meeting with architecture firms and plans are well under way.
- Registration for this semester was much improved over the fall semester
- ➤ The Adult Education Center downtown is not only for adult education activities, but is another BCTC campus to introduce people to college.
- Cooper enrollment is down approximately 400-500 students; all other campuses are growing. We're focusing on recruitment efforts to increase overall fall enrollment. We now have 575 beds in the old Greg Page Apartments open to all students on a semester-to-semester basis. The drop in enrollment at Cooper is somewhat expected, but our goal is to rebound quickly. A strong advertising campaign has been launched on television and through informational brochures that will assist people in bridging "Central KY Technical College" and "Lexington Community College" into "Bluegrass Community and Technical College".
- ➤ Effective January 1st, we have begun background checks for new-hires. This is a system-wide mandate and there is still some clarification needed. (Does this include student workers and adjunct faculty? How much do these checks cost? What budget will these costs be taken from?) There has been a rumor that we will also conduct credit checks, but that is untrue.

<u>Website presentation</u> – Loren will be at the February meeting to showcase the website.

Old Business:

<u>Staff Survey</u> – Larry Iaquinta and Rena Murphy met to discuss the draft of the survey. Council members commended them for their work and felt the survey is very positive. After discussion, the following suggestions were made –

- Rather than Staff Morale Survey, this will be called the Staff Input Survey.
- Under the Demographics section, Department or Unit will be noted as "optional".
- Also under the Demographics section, Position groups will be changed to Senior Management, Mid-Management, Professional Staff (salaried), and Support Staff.
- Question #1 under Communication should be changed to "I know ..."
- ➤ At the end of each section in the area for suggestions, the word "optional" should be removed to encourage comments.
- Question #17 will be moved from to the Overall section.

Members of the Staff Council are asked to complete the survey, noting any areas that may be unclear and to send any additional suggestions or comments to Larry or Rena. The goal is to have the final draft by the February meeting. This will be sent to all staff with an email explaining that it is from BCTC Staff Council and that results will go back to the Staff Council. There will also be paper copies available if anyone would prefer to respond that way.

New Business:

Brochure – Consent forms were signed and the remaining individual photos were taken.

<u>Spring Break Activities (Staff Appreciation)</u> – Melissa and Nancy are interested in helping with this committee. Ideas for spring break activities will be discussed further at the next meeting.

Open Discussion:

A request was made for staff representation on the Faculty Staff Development committee as all decisions are made by faculty at present.

Melissa noted that there has been a lot of trash, food and cigarette butts thrown on the grounds of the Cooper campus and that this is a hindrance in recruiting efforts when students and families are visiting the college. She will talk to Dr. Kerley and to Mike Ball about this issue. All BCTC employees need to be proactive about reporting things like this, and we need to find ways to encourage students to have pride in the school.

Next Meeting:

Thursday, February 16th, at 2:30 in the Board Room of the Leestown campus.