Executive Committee Staff Council

1/15/13 2:00 PM

Leestown Campus - M128 and via Lync

Note taker: Michelle

Ambrose

Attendees: Kelli Reno, Luv' Robertson, Donna Heath-Johnson, Marlene Campbell, Dawn Runyon, Arlene Ross,

Michelle Ambrose, Lync (Alex Kinder)

Agenda

Call to Order Kelli Reno Meeting was called to order at 2:13

p.m.

Approval of minutes (December)

L. Robertson motioned to approve

December minutes. Motion seconded by M. Ambrose.

Clarification on Dec. Mins, on Donna's Budget report, she clarified that we were \$18,000 over revenue.

K. Reno changed: She "mentioned" creating a committee as an option, not suggested to create one.

K. Reno, editorial change:

L. Robertson motioned to accept revisions, D. Runyon second.

Minutes approved.

Quick update:

Shannon has moved. Looking for regional campus representative. Tri

is willing to serve as Interim until

someone is found.

Approval of Interim Academics Rep L. Robertson Melinda Lemaster accepted Interim

position for Academics Rep. Motion to accept M. Lemaster by L. Robertson, D. Runyon second.

Motion carried.

Call for Additional Agenda Items

No additions to the agenda.

BCTC Board of Directors Staff Representative Donna Heath-Johnson No Report

Committee Updates

Committee Liaison Arion Jett No report. Emily Keck No report. Working on an Events **Events Committee** meeting this Friday at 10:00am. Short summary of survey. Climate Arlene Ross Climate Committee Committee approved questions. Larry Iaquinta advised not to "double dip" with other survey questions. K. Reno and L. Robertson met on Luv' Robertson Bereavement/Sunshine Fund Jan 8th. As report on initial feasibility of the fund had been given, options for going forward are to create a sub-committee to explore creating a Sunshine Team or to table any discussion further on the issue until need arises. L. Robertson motioned to table discussion. Motioned second. M. Ambrose asked at what point it would be placed back on the table for discussion. L. Robertson said absolutely when needed. K. Reno clarified that this shouldn't be just a two person job. The Executive Committee could create a sub-committee to investigate further options, if there was interest in continuing. L. Robertson wanted to have an established list of goals for that committee, should it happen. Vote taken, motion to table further exploration was passed. Area Updates Kelli Reno Everyone is busy! Jan.11 K. Reno received email that Leestown: K. Reno (reported for Marlene) Marlene had broken her hand in a car accident, she is off 2-3 weeks Reported that Winchester has 550 Winchester: A. Ross plus registered for in person classes, and 900 registered online. Regency: K. Reno **Busy** Academics Luv Robertson L. Robertson is in the process of uploading fall evaluations. BCTC/Leestown Partnership. Leestown Middle School has been

adopted by BCTC. Hours are 4-5:30
pm or 7:30-8:30 (zero hour).
Enrichment example: Additional
Educational support. If you are
experienced in Time Skills, etc.
Mostly to fill in time to be with
students so they are not just sitting
there. If interested contact L.
Robertson.

BCTC is hosting the annual Skills USA competition on March 8th. Building C. Contact L. Robertson or B. Nicholson to sign up. Will serve as External Service for PPE. This is regional competition. Competitions include areas such as vocational skills, public speaking, advertising, culinary, engineering design, drafting, etc. First year that Academics is assisting with the competition.

Blackboard has been experiencing issues. Connie Rine is working to

fix these.

Dawn Runyon Hasn't received any updates.

Moving full speed.

New Student Ambassador Program put on Facebook.

Couple of jobs in student billing

and financial aid.

Workforce Development Donna Postcards mailed out over break.

Connie Rine

Receiving a lot of phone calls in

regards.

Chair's Update Kelli Reno K. Reno talking with Dr. Julian on

Humanitarian week about activities. Will confirm all staff meeting date in the Feb. meeting. Possibly March 8th, kick off breakfast, then meeting.

Professional Development Planning Questions Kelli Reno See attached summary on the

discussion on Professional Development Questionnaire.

Updates on Website Improvements Kelli Reno K. Reno gave overview of new

website.

Agenda Call Items Kelli Reno There were no agenda call items.

Adjourn Kelli Reno M. Ambrose motioned to adjourn.
L. Robertson seconded. Meeting

adjourned at 3:28 p.m.

Additional Information

IT

PR&M; President's Office; M&I