Staff Council Meeting: 4/8/2014	
Call to order (Kelli Reno)	Call to order at 2:05pm
Call for additional agenda items	No additional agenda items
Approval of February and March Meeting Minutes	Motion to approve February minutes made by M. Campbell. Seconded by M. Pendleton. All in favor.
	Motion to approve March minutes made by M. Pendleton. Seconded by S. Simpson. All in favor.
Board of Directors Meeting Updates	No update.
Events Committee	No update.
Community Involvement Week	S. Simpson gave update on backpack program in Lawrenceburg. There was a small turnout, but it was still successful.
	Would like to get BCTC employees more involved in Community Involvement week in the future. M. Pendleton suggested a collaboration between the faculty and staff council to maybe help aid participation in Community Involvement week.
New Employee Orientation	K. Frazier sent K. Reno an email update saying they had talked with Jane Goatley about the New Hire Process. They want to reenergize the mentoring processes that are already in place. Process was looked at from the supervisor's perspective and the mentor's perspective, as well as new employees. Next meeting will be in late April. Tammie O'Neil will share some ideas from a previous project.
Campus and SO Updated	
Cooper	M. Smith gave an update on an upcoming PD opportunity on April 14. 'How to Handle Emotionally Charged Situations in the Workplace'. Will be held at Leestown Conference Center. HR Update- Jane Goatley has scheduled a benefit information session. All will be on the Leestown Campus.

Deadline for Living Well Promise Assessment is approaching. Must complete assessment by May 1st or will not be eligible for Living Well plan in 2015. HR will be moving to Newtown. Possibly in May. Lawrenceburg Campus Update No update. Leestown Campus Update IPRE will also be moving to Newtown, but it will be after HR moves. They will be in the same building has HR. M. Campbell said that S. Simpson is working with the Local Workforce Investment Board, they will be hosting a regional job fair for area Veterans and BCTC students at the Leestown Campus on June 18. S. Simpson will send K. Reno more information and she will send it out to the committee. M. Campbell shared an update from Deb VanTreese about a dual credit program that offers college credit to high school irs. and seniors for approved courses at area high schools. Will begin Fall 2014. Only applies to Gen Ed. or Technical courses. M. Campbell will send the information to K. Reno and she will share with Executive Committee. Academics In the midst of priority registration. Students are meeting with advisors and scheduling Summer and Fall classes. M. Pendleton said that some changes will be made as far as workload among Faculty members (with the budget issues), but they aren't sure what that entails yet. Preparing for summer staffing changes among the support staff. **Finance and Operations** No update. **ITS** Network upgrades. Upgrading work stations from Windows XP to Windows 7. April 9th was National Educator Coming Out Day. Coming out Multiculturalism and Inclusion in support of students that are from undocumented backgrounds. SDEM Update No update.

Workforce and Institutional Development

Chair Update

No update.

APT Retreat was held on April 10th. The retreat is for the directors /supervisors for faculty and staff, and some of the Assistant Deans. The main focus of the retreat is how to go forward with important work and priorities in our difficult budget situation. Will look at 4 areas: Enrollment, Marketing, Retention, and Academics. The APT will be dividing into groups and looking at the strategic plan, noting this year's progress, and listing up to 4 action steps/priorities for the 2014-15 year. The retreat will be held at Systems Office.

General Assembly passed a budget with a 1.5% cut to higher education. (A little less than what was expected.) Dr. Julian said at the March 28th meeting that she hoped to have the 2014-15 budget to the Systems Office by April 15th. But at Faculty Council meeting a week later, she said that would be pushed back to the last week in April because the KCTCS President's team is looking at the KCTCS funding system and there have been some changes proposed. They are looking at the equity of Systems Office allocations through the 16 different colleges. Dr. Julian has informed Dr. McCall that out of the 16 KCTCS Colleges, BCTC has the largest gap between what we get and what we really need in order to function.

There are 16 vacant positions that are not being filled. 50 positions have been cut in the last 5 years. Looking into staff workload changes. Some staff, depending on their position, may have a class (to teach) added to their workload as part of their formal job description. This will be effective more in Advising/Counseling than anywhere else. Looking at voluntary time off agreements as well. Dr. Julian said that no college funds will be used for Grant Programs, but this is still unclear. There was talk of ending weekend classes and possibly cutting back on evening classes. A few buildings at various campuses will be closed for the summer in hopes of cutting back on operating costs.

2014-2015 Staff Council Elections are coming up. New year starts in July. Need nominations at the May 13th Executive Committee Meeting. K. Reno is working with James Hogan to get everything set up in ITES.

Chair Updates (Cont'd)	K. Reno is also working with HR (Megan and Jane) to get a list of employees that may be nominated. May serve as rep for Staff Council if you are a fulltime, regular employee of the college who is classified as staff. Every campus and every functional area gets a rep as long as they meet certain population guidelines (3 or more regular fulltime staff members.) Any functional area that has 6 or more regular fulltime staff gets a rep on staff council. K. Reno will send out a call for nominations the week of April 14 th . Nominations are confidential and will be sent directly to K. Reno. She will contact each nominee, who can refuse without any justification. Self-nominations are welcome. All terms are 1 year. A new chair will also be elected. Nominations are due May 12. They must be completed by the end of the Executive Committee meeting, which is June 11. Elections will be available on ITES for from June 2 nd to June 9 th . \$31.23 was raised so far to purchase the brick at Newtown. A small brick is \$150. K. Reno proposes that each member donates \$8. S. Simpson suggested each campus rep to ask staff if they want to participate by donating. There will be a deadline for donations (by next staff meeting.)
Adjourn	Motion to adjourn made by M. Pendleton. Seconded by W. Specker. All in favor.