Call to order (Kelli Reno) Call to order at 2:06 pm Call for additional agenda items No additional agenda items Approval of December Meeting Minutes Motion to approve Dec. minutes made. S. Simpson approved; M. Campbell seconds. All in favor of approving Dec. minutes. **Board of Directors Meeting Updates** Next BOD meeting scheduled for March 5. Faculty/Staff Meeting is Jan 31. **Events Committee** Events Committee met on 1/10, in the process of planning Winchester Staff Appreciation for January and Lawrenceburg's Staff Appreciation in February 21. Danville's will be in April and Cooper's in May. Community Involvement Week Events Committee and Community Involvement Week Committee will be meeting to solidify plans as far as Community Involvement Week breakfast and lunch. S. Simpson said the International Book Project has been scheduled on 3/19/14 from 10a-12p, and 3/20/14 from 1p-3p. We will also be helping out at Seed Leaf that week. Rob Knight is looking for space for BCTC Career Clothing Closet (where BCTC students can go to get free clothing if they need it for job interviews, etc.)S. Simpson said that Donna Murphy suggestion help with "Girl Power", a weekly mentoring program for girls at Lexington Traditional Magnet School. There are 17-20 students that they provide food for every weekend. On Fridays, they put food in the student's backpacks so they will have something to eat for the weekend. They are in need of school uniforms (khaki pants, polo shirts). So we may do a clothing drive to help them out. Committee will also be coordinating with the regional campuses. K. Frazier mentioned checking with the Chamber of Commerce for Donations for BCTC Career Clothing Closet. S. Gillispie mentioned having a fashion show the 75th year Anniversary to show the different types of clothing worn throughout the past 75 years. Possibly changing the March Staff Council Meeting to March 17th instead of the 18th, since the Community Involvement Breakfast is that morning (March 17). S. Simpson made the motion to change the March Staff Council meeting to Monday, March 17th; motion seconded by S. Gillispie. All in favor.

Staff Council Meeting: 1/14/2014

New Employee Orientation	K. Frazier said he has 3 people who are going to be on the committee with him. Their 1 st meeting will be with Jane Goatley. She will go over the New Hire Process and how it is put together.
Campus and SO Updates Cooper	M. Hudson is currently working on contracts. But she sent HR updates. For those who had made changes to their health/dental insurance or enrolled for the 1 st time, an error has occurred. Systems office is currently working to get the issue resolved. If you need to visit the Dr./Dentist before it is resolved you may pay out of pocket, then file a claim for reimbursement.
Lawrenceburg Campus Update	D. Barkley said things are going well. Great start up. Just over 500 students.
Leestown Campus Update	M. Campbell said she had received an email from a staff member asking about establishing a way employees could pay if they needed to print personal documents during their breaks or lunch time. S. Simpson said there's no system set up for us to be able to do this. She is going to FedEx Kinkos to make her copies. K. Reno said this is something she would like to get more feedback on. She thinks it's something that should be handled by department, since each department has a separate budget.
Academics	M. Pendleton said that Dr. Julian welcomed Tammie O'Neal into her staff. Tammie is Executive Assistant to the President. Enrollment is down. BCTC needs to find a savings of nearly a million dollars this year.
Finance and Operations	No update
ITS	Working on moves and PeopleSoft being down off and on during the 1 st week of classes.
Multiculturalism and Inclusion	Super Someday is geared more toward high school students this year. Happening February 24 th .
SDEM Update	E. Keck said SDEM was working on Late Registration and getting students settled in for classes.

Workforce and Institutional Development S. Gillispie shared an update from Larry laquinta regarding several surveys planned for this semester. One of them is peer evaluations. Most will be faculty, but some will be staff. Also, Community College Survey of Student Engagement, a Work Climate Survey and a Faculty Staff Survey on ITES in early Feb. Thanks to the Staff Council Executive Committee input the following question was added to the survey: BCTC provides adequate opportunities for promotions and career advancement. There are also a few student surveys, a Graduating Student Survey, and an Alumni Survey that asks last year's BCTC grads their employment status. Continuing Ed and Community Ed: There are some community classes coming up that are opened to all Faculty/Staff. Some of the classes are Yoga, Knitting, Welding, etc. Classes are listed in the catalog. Workforce: very busy, reaching out to businesses and different industries. PD Opportunities from Miranda Hines: Understanding Generations X and Y (Jan 15), How to Conduct Effective Virtual Team meetings (Jan 22), Effective Criticism and Discipline Skills for Managers (Jan 29), Faculty/Staff Meeting on Marketing and Recruiting (Jan 31). Go To Knowledge is now available 24/7. Chair Update

Enrollment is down 8-9% compared to last year. The drop for non-payment hasn't been calculated in yet, so it could possibly be down even more. Dr. Julian has asked the VPs to begin examining their areas budgets and talking with their leadership about looking for contingency funds to see if those funds can be reallocated. Staff should keep their eyes and ears opened to make sure this is being communicated within the departments. As for nonessential hiring, full time faculty will be gaining priority status due to retiring, etc. In the past, staff has always been priority. By March we should have a better idea of where BCTC is financially and where the savings will come from. Dr. Julian is on the agenda for the meeting in March, as well. BCTC is 70% funded by tuition, so if we cannot get more students to enroll, we will continue having these issues.

Chair Update (continued)	BCTC is hiring an outside marketing campaign to help recruit more students and to increase student perception. Dr. Julian would like Faculty/Staff input on this. K. Reno would like a few members of the Executive Committee to attend the meeting on marketing and recruiting on Jan. 31 st since she will be unable to attend. L. Robertson will be attending, so she will be the representative.
	K. Reno shared an update from Jane Goatley mentioning the New Horizons Award of Excellence. IT is making the nomination process available on ITES for Faculty/Staff to upload their nominee.
	\$8500 has been raised in brick sales so far. K. Reno wants to purchase a brick for staff council. Discussed possible fundraiser during Community Involvement Week for purchasing the brick.
Adjourn	M. Campbell motions to adjourn; K. Frazier seconds. All in favor.