Staff Council Workshop
2006 – 2007 Academic Year
Meeting Minutes

Friday, July 21, 2006

Present: Ms. Angie Erwin, Mr. Doug Hyde, Ms. Sherry McIntosh, Ms. Mary Poland, Ms. Melissa Lach, Ms. Alisha Matthews, Ms. Laura Mullins, Ms. Susan Perry, and Mr. Chris Watkins

Guests: Dr. David Potter, Mr. Thomas George, Ms. Laura Whitaker-Lea, Mr. Jim Wyrosdick, Ms. Deb Adams, and Ms. Barbara Seaton

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I. Vote on Officers
   a. President – Mary Poland
   b. Vice President – Melissa Lach
   c. Secretary – Laura Mullins
   d. Treasurer – Chris Watkins

II. Staff Council Business
   a. Bylaws Change
      i. Article III: Membership Elections
         1. Currently reads: "To be eligible for membership in the Council, a person must be full-time staff."
            a. Will be revised (after the statement has been distributed to the staff, 30 days prior to Staff Council vote) to read: "All staff at NGCSU are eligible to be nominated and become members of the Council."
      ii. Article III: Elections
         1. Currently reads: "The staff will nominate twelve (12) members to serve on the Council. All names of nominees shall be placed on the ballot for election. At the request of the Council President, Council members shall be elected by secret ballot by staff at the end of the spring semester for service to begin in July. Membership of the Council shall be composed of twelve (12) elected Council persons, and six (6) ex-officio members. The ex-officio members shall be the President of the College, Vice President for Academic Affairs, Vice President for Business and Finance, Vice President for Student Affairs, Faculty Senate representative, and one Student Government Association representative. Council Officer shall consist of the President, Vice President, Treasurer, and Secretary."
            a. Will be revised (after the statement has been distributed to the staff, 30 days prior to Staff Council vote) to read: "The staff will nominate twelve (12) members to serve on the Council. All names of nominees shall be placed on the ballot for election. At the request of the Council President, Council members shall be elected by secret ballot by staff at the end of the spring semester for service to begin in July. Membership of the Council shall be composed of twelve (12) elected Council persons, **which can be comprised of up to 50% part-time staff**, and six (6) ex-officio members. The ex-officio members shall be the President of the College, Vice President for Academic Affairs, Vice President for Business and Finance, Vice President for Student Affairs, Faculty Senate representative, and one Student Government Association representative. Council Officer shall consist of the President, Vice President, Treasurer, and Secretary."

b. Staff Development Funds
    i. Staff will have up to $500 to use for professional development until a certain date (towards the end of spring semester). This date has yet to be determined.
    ii. If a staff member requests more than $500, he/she will have to appear before Staff Council to justify the need for more money.
c. Meeting Time/Location Change
    i. The new Staff Council meeting time is 11:30 am on the 2nd Thursday of each month. The new location (through December) is the conference room in the Military Leadership Center.
d. New Staff Orientation
    i. The Welcome Committee, along with the Staff Council President, Barbara Seaton, and other staff members) would develop a program to operate in conjunction with the New Faculty Orientation.
e. Campus FAQ
    i. The Council has agreed to compile FAQs for the campus to post on NGCSU's web page and on the N drive. These questions would be the most frequent asked by prospective students, parents, and visitors. The Public Relations committee or an ad hoc committee appointed by the Council president could direct this project.

III. Events/Committees
a. Nominations and Elections – Laura Mullins, Angie Erwin, and Susan Perry
b. Staff Development – Melissa Lach, Susan Perry, and Darlene Seabolt
c. Public Relations – Mary Poland, Laura Mullins, Angie Erwin, and Chris Watkins
d. Scholarship – Chris Watkins, Darlene Seabolt, and Gloria Jones
e. Welcome – Alisha Matthews, Sherry McIntosh, Doug Hyde, and Deb Adams (as a volunteer)
f. Awards – Michelle Barton, Chris Watkins, Doug Hyde, Deb Adams (staff representative), Jim Wyrosdick (staff representative), and Stacie Morgan (staff representative), Nancy Schwartz (staff representative)

IV. Committee Breakouts
a. Watermelon Bust – August 18 at 2 pm
b. White Christmas – December 8
c. Sweet & Greet – February 14
d. Chili Cook-off – Fall 2006 (possibly October)
e. Relay for Life & Pie in the Face – Spring 2007