North Georgia College & State University
Staff Council
Meeting Minutes

Date of Meeting	*September 14, 2006*
Present:	Melissa Lach, Alisha Matthews, Laura Mullins, Susan Perry, Chris Watkins, Doug Hyde, Angie Erwin, Sherry McIntosh, and Mary Poland
Absent:	Gloria Jones, Michelle Barton, and Darlene Seabolt
Guests:	Charles Schroeder (Interim Vice President for Student Affairs)

The meeting began at 11:30 am.

President's Report:

1. Dr. Charles Schroeder – Quality Service Strategy for NGCSU
    a. He would like feedback on the following items:
        i. Mission: "Service to our students and other customers will be ***fast, friendly, simple, effective, respectful,*** and ***flexible***.
            1. Is this strategy appropriate for your NGCSU…your unit?
        ii. What would need to be done in your unit to insure that your units' service met these standards?
        iii. What are the top three "service problems" (i.e. barriers) you experience on a regular basis?
        iv. Would you be willing to serve on a "Barrier Buster Team" to improve quality and productivity at NGCSU?
    b. Staff Council will meet as a group to discuss these items. Laura Mullins will make the meeting arrangements.

Vice President's Report:

1. Staff Development
    a. All staff development funding applications have been approved.
2. Fundraising for Staff Council Scholarship Fund:
    a. Melissa Lach will inquire about the selling of pecans from Kiwanis.

Treasurer's Report as of 9/14/2006:

1. Staff Council Expense Account: $578.96
2. Staff Council Foundation Scholarship Fund: Balance unavailable.
3. Staff Council Development Fund: $13,314.11
4. Staff Council Foundation Account: $2,700.00
5. Staff Council Print Services Account: $878.19

Committee Reports:

1. Nominations and Elections – No updates to report.
2. Staff Development – See "Vice President's Report"
3. Public Relations – The committee is continuing its work on campus FAQs.
4. Scholarship - See "Vice President's Report"
5. Welcome
    a. More items are needed for New Staff Packets.
        i. Laura Mullins will ask Dr. Linda Roberts-Betsch for logo pens.
6. Awards
    a. Susan Perry (Graduate Studies) has been chosen as Employee of the Month for September.

Meeting ended: 12:30 pm