

**Gordon State College  
Staff Council  
Approved Meeting Minutes  
March 3, 2016  
Student Center Auditorium**

**Call to Order & Approval of Minutes:**

Staff Council Vice President Laura Hayes called the meeting to order at 10:00 a.m. She started the meeting by asking if any staff present had suggestions of revisions or additions needed for the unapproved November 19, 2015 staff council meeting. None were suggested; a motion was made, seconded and carried to approve the minutes dated November 19, 2015.

Candice Brown gave the current Treasurers report.

She stated that so far this year, we have had a total of \$3,277.00 approved Staff Development Funding Requests. Our Gordon Gives Balance is \$1,710.09. We have raised a total of \$1,238.00 this fiscal year. She reminded the staff of our previous donation in the amount of \$500.00 to Lamar County's Backpack program and informed them that we would be giving our annual donation of \$1,000.00 to Relay for Life sometime in May of this year.

Skipper Burns thanked everyone who had a part in the Campus Campaign, gave an update on scholarships and the Campus Campaign, and announced that we raised 3% above our initial goal. He also reminded staff that the fundraising will continue through July.

Daniel McKinley presented a short video prepared for the "Who Am I" segment which showed one of his hobbies, bike riding. He went on to talk about his life and how he ended up at Gordon State College. Laura Hayes ended the "Who Am I" segment by encouraging employee participation in the Staff Council Meetings.

Laura Hayes introduced our new hires since the last Staff Council meeting in the fall.

Alicia Dorton – Director of Counseling & Accessibility Services

Shirley Chambers – Counseling

Sarah Kimbrel – Library

Angelette Harvey – Facilities

Joseph Henry – Facilities

Arnold Alston – Facilities

Laura Hayes reminded all employees about the Compliance Training that is required to be completed by March 31, 2016.

Debbie Christian did an informative True/False Questionnaire in efforts to get staff to engage in Community Education and to educate them about the department. She showed how to navigate the webpage and talked about the professional development classes that are available for funding to staff through the Staff Development Funds. She also announced that Community Education is currently working on getting classes at Gordon State's McDonough Campus.

Terry Betkowski gave an update on SACS and announced that we have now completed our initial hurdle in the process as of March 1<sup>st</sup> by submitting our Compliance Certification. She showed staff how to navigate the webpage for more information regarding SACS and gave several important dates. She then asked for staff to review the Compliance Certification Report and welcomed any suggestions between now and September 1, 2016.

Autumn Shaffer presented a Staff Development slideshow of how the request for Staff Development Funds flow and informed staff members what they should include in their requests; such as receipts. She announced that beginning in fiscal year 2017, the Staff Development Funding Request Limit per employee will be increased to

\$750.00. Autumn ended her segment with exciting news that we will be having a Staff Picnic this Spring. The exact date has not been announced, but it is in the plans for mid-May around lunch time.

Laura Hayes read the following Tell Me Something Good e-mails:

- Laura Shadrick would like to thank Laura Hayes for being so attentive and so efficient in creating new reporting resources.
- An anonymous employee would like to thank Carol Morgan for always being pleasant, thoughtful, and willing to lend a helping hand in the Admissions office.
- Peter Higgins would like to thank Sue Gilpin for her faithful and patient service to our students and would like to recognize her for administering a staggering 11,000+ tests.
- Ashley Travis would like to thank Wanda Grant for her constant patience and humor in the grueling process of book ordering for Summer and Fall.
- Ashley Travis would like to thank Carol and Nathan in Admissions for their above and beyond attitude during her application process.
- Terry Betkowski would like to thank Sherlana, Britt, Wendy, and Troy for their support over the past year and their help getting the compliance report completed on time.
- An anonymous employee would like to thank Wendy and Britt for help with guiding them through the IR data. The same person would also like to thank Sherra, Sherri, and Jessica for helping with the dreaded USG annual testing.

Laura Hayes announced FREE jeans days Monday – Thursday next week, March 7<sup>th</sup> – 10<sup>th</sup> and PAID jeans day Friday, March 11<sup>th</sup>.

Laura Hayes followed up on the visit from guest speaker, Debra Griffis from DFACS, at the November 19<sup>th</sup> Staff Council meeting and informed staff that 5 people spoke with Debra after the meeting and received additional information on how they could become a foster parent.

Laura Hayes welcomed any “Heard it Through Grapevine” questions.

Ashley Travis asked how Title IX training modules are being handled for returning students who do not still have the original e-mail. Autumn Shaffer showed how to access the modules through the Gordon State Website.

President Burns closed the meeting by talking about a few hot topics.

- He thanked Terry Betkowski and the SACS team for their hardwork.
- Thanked Autumn for the information regarding Staff Development Funds and encouraged staff to utilizing the funds.
- Dr. Burns mentioned Shamrock & Roll even that will be held on March 19, 2016.
- He informed staff of the Ribbon Cutting for the Library that will be held on April 21, 2016.
- Stated that this Spring Graduation will be one for the records with more than 350 students graduating.
- Announced the admission of former SGA President and Gordon Alumna, Ornella Oluwule, into the Medical College of Georgia at Augusta University. Ornella is the first graduate of Gordon State to be accepted into a Medical College in the USG system.
- Dr. Burns mentioned the Budget Hearing and what’s to come for Gordon State College.
- He also mentioned the Campus Carry laws.

Laura Hayes adjourned the meeting.