

**Gordon State College
Staff Council
Approved Meeting Minutes
November 21, 2013
Student Center Auditorium**

Call to Order & Approval of Minutes:

Staff Council President Justin White called the meeting to order at 10:31 a.m. He inquired of the staff present if any revisions/additions were needed for the Staff Council minutes dated September 5, 2013. None were suggested; a motion was made, seconded, and carried to approve the minutes dated September 5, 2013.

Old Business:

None

New Business:

Vote on Bylaw Changes, led by Staff Council President Justin White:

- To change the name in the bylaws to read Gordon State College in place of Gordon College – approved by unanimous vote
- To change the Staff Council required meeting dates to read as quarterly in place of the current wording calling for a meeting specifically in September, November, March and June – approved by unanimous vote

Tonya Johnson introduced new members to the Gordon family since our last meeting:

- Marcus Brown Custodian I, Facilities
- Creche Navarro Academic Aide, Humanities

Gordon State College Budget Update:

Gordon State College President, Dr. Max Burns, gave an update on the Fiscal Year 2015 budget proposal. It was reviewed by the Chancellor on November 11, and Dr. Burns has been meeting and working with the Regent's Office and our state legislators concerning funding and future funding for Gordon State College. We have been asked to create a contingency plan for up to a 6% reduction in funds, approximately \$1.6 million, but this has NOT been implemented. Dr. Burns specified that this is a "just in case" precautionary measure. He also stated that Gordon will work with the resources we have allocated to provide the services needed. He asked us to remember the following points:

- We have had no personnel reductions
- We will streamline our processes to meet budgetary constraints as needed
- We will not have many new positions; any requests for new positions will be reviewed on a case-by-case basis
- We will know our budgetary results for 2015 sometime in April 2014
- Please remember that our state government is very supportive of secondary education.
- Finally ~ Be patient and don't worry.

Student Activity and Recreation Center Update:

Lee Fruitticher, Vice President for Business Affairs, provided an update on the construction of the new Student Center construction. The plans for the center were finalized and bond sales will close on December 19, 2013. Construction will start shortly after that date, with fencing being installed around the construction area in December. The estimated completion date for the center is January/February 2015. Other items involved with the construction:

- Handicapped parking spaces from the parking lot affected by construction have been moved to 4 different lots across campus, 2 spaces per lot
- Faculty and staff parking spaces will be moved to the area by the gym and the Village parking lot
- IT is putting up a "construction cam" that can be accessed from your desk top
- There will be "update" days where students/staff/faculty can visit the site for construction updates

PODS Training:

Chris Reynolds, Human Resources Specialist, gave an update to the PODS training program now available for faculty and staff. PODS stands for **P**rofessional **O**rganizational **D**evelopment **S**eries. Chris and Autumn Schaffer have worked together, along with other faculty and staff members, to create a learning community where we can share knowledge and skills with each other in a common goal for self-improvement and growth. Meaningful development opportunities that align with our organizational goals and mission statement, that are also convenient to attend, have been developed for this academic year. If you would like to watch a PODS-cast presentation from training sessions that have been held, just go to the Gordon State College web site, choose Human Resources, choose Training and Development, then choose Gordon PODS. Follow the prompts to view past presentations. You can also access the PODS training information through Desire2Learn.

Do you have an idea for a PODS session? Would you like to help out and/or teach a session? Please let Chris Reynolds know by emailing him at chrisr@gordonstate.edu.

Community Education:

Debbie Christian presented a PowerPoint presentation for our Community Education program at Gordon State College. The Community Education Department offers events/courses/activities for personal enrichment and professional development. New classes are constantly being added, the Challenge Course is available to the community, and the beautiful Gordon State College facilities can be reserved for outside/community functions. Please support the Community Education program at Gordon by taking part in the programs and encouraging others to participate. Catalogs for spring semester will be ready shortly and online registration begins December 10th.

Treasure Report Update:

Jackie Lovejoy, Staff Council Treasurer reports -

- Gordon Gives current balance raised from Blue Jean Days: \$2,171.00
- Staff Development funds used to date: \$2,114.00
- Staff Development funds remaining: \$7,886.00

Heard it Through the Grapevine! ~

This is our newest segment to the Staff Council meeting format. If you have a question regarding something going on around campus, or something you "heard through the grapevine", this is an open floor question and answer session.

Today's questions:

- 1) How much were the brick crosswalks?
 - a. Lee Fruitticher and Dr. Burns: The crosswalks cost \$235,000 from last year's year-end money. The crosswalks were deemed necessary for campus/student/faculty/staff safety, especially for anyone on campus who is visually impaired. The design of the crosswalks is consistent with the downtown Barnesville area and will also tie in to the plans by the City of Barnesville for a park at Summer Field. There are also plans to install traffic signage at the crosswalks to remind motorists of the state laws for pedestrian crosswalks.
- 2) How much was the compensation study?
 - a. Lee Fruitticher and Dr. Burns: The compensation study cost \$50,000. This study was requested and paid for by the chancellor; it did not cost Gordon State College any funds from the current budget. Tonya Johnson reported that the job descriptions from the study have been developed; the salary portion of the study should be ready in early December and will first be released to the Gordon State College cabinet.
- 3) What are the long range plans for Guillebeau Hall?
 - a. Dr. Burns: Guillebeau Hall will be used when Hightower Library is refurbished, which is currently #1 on the list. It can also house archives and be used for storage. We hope to have the funding for the Hightower Library project in April. This is a \$4.9 million renovation, with \$4.5 coming from the state and the rest from Gordon State College reserves.
- 4) Are the Public Safety vehicles with new graphics new vehicles or our old vehicles?
 - a. Dr. Burns: The vehicles are new, purchased with year-end monies for \$20K each, including lights, pin striping and so forth, with the Explorer coming in at \$23K. These units replaced Public Safety vehicles with 100K+ miles on them. The old vehicles are still in the Gordon State College inventory and we are in

the process of determining how best to use them. We must consider the safety, reliability, and the representation of Gordon State College in the vehicles we use. Gordon is investigating using Enterprise car rentals as a car share facility on an "as needed" basis.

- 5) Will there be a move by the USG and Gordon State Administrators to secure private funding?
 - a. Dr. Burns: We are always pursuing private funds for various projects. Dr. Burns estimates that 10% to 30% of his time daily is spent on Development tasks for Gordon. State funds have been dwindling over the years and Gordon State College tuition stabilized for the first time in many years this academic year. Dr. Burns explained that we try to "Friend Raise before we Fund Raise", and thanked the efforts of Skipper Burns and Natalie Rischbieter for all they do to bring in alumni and friends of Gordon State College to improve our scholarships offered, as well as our facilities and programs of education offered. A new scholarship fund drive is planned for the Gordon State College Founder's Day event on March 29th, 2014. This will be a one-night musical event featuring The Return, a Beatles tribute band. Tickets will be \$100 each and there will be 400 tickets available. Please keep this event in mind and help to support it by spreading the word and/or purchasing a ticket. It will be a wonderful night.
- 6) Are there any plans for consolidation between Gordon and other colleges nearby?
 - a. Dr. Burns: Every school is on the table, as is evident by the recent announcement of a merger between Kennesaw State and Southern Polytechnic University. We do not anticipate a merger, but we just do not know. According to the Chancellor, there will be future consolidations. Please remember that – no campus has been closed, there have been no mass firings of employees, and no classes have been canceled in the consolidation of campuses. Please be patient and do not lose sleep over this possibility.

Suggestion Box:

Nicole Williams, Staff Council Vice President, reminded everyone about the Suggestion Box. It is located upstairs in the Student Center, outside the elevators at the Mailroom. There is a new form to be used when submitting a suggestion that requires more details, the benefit to Gordon State College, and any estimated financial requirements needed to implement the suggestion. Suggestions can be made through the Suggestion Box, through inter-office mail to Nicole, or through email to Nicole. If you prefer to remain anonymous, please indicate to Nicole your wishes and she will act as your liaison for the suggestion.

Nicole announced that we will begin using the Faculty/Staff Forum page to post information such as Staff Council meeting minutes and Suggestion Box information. You should receive directions for how to access this information on the Faculty/Staff Forum through an email communication.

Tell Me Something Good! ~

- Brandon in Computer Services - recognized by Debbie Christian for a job well done and going above and beyond his duties in assisting her during an event.
- Jessie Yarbrough - recognized by Robert in Facilities for going above and beyond her duties in assisting him with an insurance issue.
- Natalie Rischbieter - recognized by Phyllis Walker and Leadership Lamar for all of her help and assistance during an event held here at Gordon State College.

Final Comments:

Staff Council Christmas Luncheon:

Santa (AKA Justin White) dropped by, literally, to give an update on the Faculty/Staff Christmas luncheon on December 17th. This will be a FREE Jeans Day for all. Please do not forget the annual toy drive that also takes place at this time; you may want to pick up an item or two for the Toy Drive while you are out shopping over the Thanksgiving holidays. Sign-up sheets for the luncheon will be sent around to individual departments after we return from the Thanksgiving holidays.

Other FREE JEANS DAYS: Wednesday, November 27th and Friday, December 20th!

The meeting concluded at approximately 11:36 a.m.

Respectfully submitted,
Laura Parks
Staff Council Secretary