

**Gordon State College
Staff Council
Approved Meeting Minutes
May 1, 2013
Student Center Auditorium**

Call to Order & Approval of Minutes:

Staff Council President Todd Davis called the meeting to order at 11:06 a.m. He inquired of the staff present if any revisions/additions were needed for the Staff Council minutes dated November 28, 2012. None were suggested; a motion was made, seconded, and carried to approve the minutes dated November 28, 2012.

Old Business:

None

New Business:

Jessica Yarbrough introduced new members to the Gordon family since our last meeting:

- Skipper Burns Development Officer
- Jermaine Caslin Custodian I
- Karen Ingram Admissions Counselor
- David Oglesby Building Maintenance I
- Missy Parker Clinical Coordinator
- Chris Reynolds HR Specialist
- Andrena Simmons Custodian I

Please be sure to welcome these new members to the Gordon Family!

Debbie Christian presented an informative slideshow and update to Community Education endeavors since our last meeting. The slideshow gave an overview of the new Summer 2013 Community Education catalog which includes:

- Kids' College
- Summer Camps
- Challenge Course is now open to the community
- Personal and professional training and enrichment courses
- Tear-out calendar of events
- Tear-out registration forms

Debbie also reports that, through Community Education, this year Gordon State College has received \$73,000 in funds from camps and other activities, which also brings potential students to our campus. There have been approximately 793 participants on our campus between the months of January and March of this year. Classes are formed from our requests and needs that are identified through surveys.

Gordon State College, through its Community Education Program, is reaching out to enrich the lives of everyone living in our surrounding communities. This initiative helps to keep Gordon State College growing, offering more camps and activities in the future. We hope to see Gordon State College as *"the place to go"* with waiting lists for our camps and programs due to the number of people choosing Gordon as *the place to be*.

Through Community Education and the words of Walt Disney: *"If you can dream You can do it!"*

Council president Todd Davis gave an update to the Staff Council Treasury: We began the year with \$10,000 in available funds. Through staff development courses taken by staff members, the balance is now \$0.00. We hope to have the same amount, \$10,000, available next year for training and classes for staff members.

Council president Todd Davis gave an update to the Gordon Gives / Jeans Day program: As of April 30, 2013, the balance for Gordon Gives is \$1,911.00 of funds raised. The past two (2) Jeans Days have collected \$90.00 in sticker sales alone. Gordon Gives raises funds yearly specifically to go to the Lamar County Backpack Program and Relay for Life and other programs for those who may be in need. Our next Jeans Day is Wednesday, May 8th and there are two (2) more days scheduled through June. Plans for summer Jeans Days are being discussed and will be reported as soon as they are scheduled.

Cathy Hammond of the Nursing and Health Sciences Division gave a report from the Relay for Life program. Relay for Life raises much needed funds for cancer research and assists cancer patients with costs for treatment and medication. Relay for Life is the American Cancer Society's largest fundraiser and is a nationwide event. To date, the Gordon State College Relay for Life team has raised \$900 through the Chili Cook-Off (I believe a challenge was issued by Dr. Burns, this year's winner, concerning the continuance of this event next year), collecting aluminum cans, a Luncheon for Donations day, and continues their fundraising efforts with the sale of luminaries and more fundraising activities during the Lamar County Relay for Life event being held Saturday, May 11th, from 11 a.m. to 11 p.m. "Day of" activities include a bake sale, dip & nachos, face painting, "opportunities to win" various gift cards, and the continued sale of luminaries. Please contact Cathy in the Nursing and Health Sciences Dept., office NAHB 330 / phone #(678) 359-5245, if you would like to join or help out the Gordon State College Relay for Life team.

Todd Davis, Staff Council President, announced that the Gordon Gives program will be matching / donating funds raised by the Relay for Life team in the amount of \$1000.00. Way to go, Gordon employees and Relay for Life!

Suggestion Box: From Tonya Coleman - Students, Faculty, and Staff are encouraged to submit suggestions for the improvement of the College. As a means of collecting the concerns, the Suggestion Box is located in the Student Center-2nd Floor (near the elevator). The box is checked periodically and the suggestions are forwarded to the offices/departments deemed most suitable to address the suggestion. The Offices/Departments receiving the referrals will determine the best method of addressing the matter, if applicable. If follow-ups with students, faculty, and/or staff are desired, the designated Offices/Departments may address the various groups as needed. Please see the attached table as it relates to suggestions and referrals.

On behalf of the Staff Council-Executive Committee, thanks for your input and best wishes for a wonderful summer!

Staff Council Elections: Todd Davis reminded us of upcoming Staff Council vacancies, nominations and elections. Todd also announced that he will not be returning for the next year as Staff Council president and encouraged anyone who would like to serve to please submit their name to the council, or the name of someone you feel would be a good nominee for this position (although we all know it will be extremely hard to fill Todd's shoes!). We will need to create ballots and hold an election for new officers this June, 2013.

Tell Me Something Good!:

- Computer Services to the Rescue! - Phyllis Walker thanked Jeff Hayes and the entire Computer Services Dept. for their help during the March storms. Power was lost during a storm and Phyllis needed to complete her payroll process and meet the payroll deadlines. Computer Services came to the rescue, breaking down her CPU and moving it to a location so that she could complete her work during the power outage. Thank you Jeff and the Computer Services Team! You guys ROCK!!!
- Computer Services - Susan Glen, of the Math and Natural Sciences Division, also sent a big THANK YOU to the Computer Services team for their continued and constant willingness to help out whenever we have computer/technology problems and/or needs. Again, Computer Services, you guys (and gals) are THE BOMB!
- Facilities - Connie Wade and the Bookstore staff would like to commend our Facilities Team for their hard work keeping the Gordon State College campus in such pristine condition. Visitors to our campus are constantly remarking how beautiful the campus is and how wonderful it is to walk through. (I witnessed just such a conversation with our Steinway & Sons visitors from New York just last week.) Way to go, Facilities! You guys are AWESOME!
- Linda Littiken - Linda was recognized for her cheerfulness when assisting anyone in need, her creativity, her constant upbeat and happy attitude (no matter how many times the students forget their combinations), and now she handles our copying, too. Thank you, Linda, for making the mailroom a great place to visit!
- Peter Higgins - Todd Davis recognized Peter Higgins for his help in coordinating tutors and giving of his time to help our athletes with study sessions. Due to their unusual schedules with practice times and games, our athletes often need different hours for assistance than the regular scheduled hours. A BIG Thank you goes out to Peter Higgins!
- Dr. Wheeler - Todd Davis also wanted to send a shout-out to Dr. Wheeler for his continued help with math study sessions and tutoring during the Finals Boot Camp! Peter Higgins also sent out a thank you to Dr. Wheeler, who, while surrounded by students at 10 PM, had to be physically dragged from his whiteboard and locked out of the SSC at the end of Finals Boot Camp, Part 2. Dr. Wheeler will be greatly missed on the Gordon State College campus when he retires this year.
- Sue Gilpin - Todd Davis sent out a great big thank you to Sue Gilpin for staying after hours one day and assisting him (and his son) with a school project. Thank you, Sue, for giving of your time to help a fellow co-worker in need!
- Facilities - Natalie Rischbieter of Alumni Relations also sent a big "Thank You" to Facilities for their hard work and efforts during our recent Alumni Weekend. The 258 visitors to campus for this event were greatly impressed with our grounds and a multitude of compliments were given. A shout-out was also given to Reggie Hamm for his assistance with the tents. Facilities, you guys are our heroes!!!
- Thank you! - Todd Davis sent a thank you to everyone for the cards, thoughts, prayers, and other acts of kindness during the loss of his brother. He greatly appreciates everyone's thoughtfulness and support.
- Todd Davis - Dr. Burns thanked Todd Davis for his service, leadership and support of the Staff Council during his term as Staff Council President.

Final Comments:

None

The meeting was adjourned at 11:53 a.m.

Respectfully submitted,

Laura Parks
Staff Council Secretary