

**Gordon State College
Staff Council
Approved Meeting Minutes
September 5, 2013
Student Center Auditorium**

Call to Order & Approval of Minutes:

Staff Council President Justin White called the meeting to order at 10:33 a.m. He inquired of the staff present if any revisions/additions were needed for the Staff Council minutes dated June 27, 2013. None were suggested; a motion was made, seconded, and carried to approve the minutes dated June 27, 2013.

Old Business:

None

New Business:

Staff Council President Justin White introduced representatives of the Lamar County Backpack Program, Sharon Manley and Kiana Battle, who provided a brief overview of the program:

- The Lamar County Backpack program serves children/students from Lamar County who are identified as being in need.
- The students are discretely called to the school counselor's office where they receive a backpack filled with nutritious, non-perishable food items to take home each weekend.
- The representatives mentioned that "world hunger exists right here in Lamar County," and thanked the Gordon State College Staff Council for its support of this program. A certificate of appreciation was presented to Gordon State College, which was accepted on behalf of the Staff Council by college president Dr. Max Burns.

Kiana Battle, program representative, explained that the Backpack program is a pipeline, helping students to have a better chance of success in primary, elementary, high school and eventually make their way to Gordon State College or another higher learning institution. Dr. Burns applauded the Staff Council for its initiative with this worthy use of limited resources and presented a check in the amount of \$500 to the Lamar County Backpack Program from the Gordon State College Staff Council. The representatives of the program also mentioned the need for assistance at Christmas to provide gifts to approximately 40 middle/high school students who participate in the Backpack Program. Two (2) handouts were provided to the Staff Council with more information concerning the food items needed for the Backpack Program and other assistance needed for the Christmas Program. Staff council president Justin White will keep copies of the handouts available in his office for anyone who would like to have a copy. (a copy of each is also attached to the email sent out to staff & faculty for review of the minutes)

Justin White reminded the staff council that our next Jeans Day opportunity, which funds our donations to the Backpack Program, Relay for Life and other causes, will be Friday, September 13, 2013. Jeans Day buttons are still available for \$30 or the individual Jeans Day stickers are \$3.

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

- Charlotte Coile Program Assistant, Student Success Center
- Helen Fordham Academic Aide, History & Political Science
- Walter Green Audit Director / IT Auditor
- Gay Grubbs Academic Advisor, Student Success Center
- Ashley Mordas Travis Academic Aide, Business & Public Service

Tonya gave the following report for current employment at Gordon State College:

There are 107 full-time staff members, 118 full-time faculty, and 22 part-time employees for a total of 247 employees.

Tonya also thanked everyone for completing and submitting the compensation study surveys. Employee interviews will be held September 16 – 18; those employees who are chosen or who requested to be interviewed will be notified via email as to the day and time of their interview.

Annual Fund Update:

A brief video was shown to those present regarding the Gordon State College Annual Fund giving. The Annual Fund is used to help Gordon State College students who are in need. To date, \$6800 has been raised. October 31st is the last day to participate in the Annual Fund for this academic year. Those who do elect to participate will be invited to a private celebration being held on November 15th, 2013.

Treasure Report Update:

Jackie Lovejoy, Staff Council Treasurer

- Gordon Gives current balance raised from Blue Jean Days \$1682.00
- Staff Development funds used to date for registration \$525.00

Service Awards:

Gordon State College president Dr. Max Burns and Staff Council president Justin White recognized the following employees for their service:

5 Years

Geralyn Allen
Clint Chastain
Curtis Carter
Todd Davis
Ken White
Justin White

10 Years

Charlie Banks
Kecia Bennett
Sue Gilpin
Yvonne Johnson
William Lupton
Katherine Waddell

15 Years

Penny Beverly

20 Years

Dawn Byous

25 Years

Richard Vereen

Thank you for your service to Gordon State College!

Heard it Through the Grapevine! ~

This is a new 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) Who funded the new sidewalks around campus?
 - a. Lee Fruitticher: The funding for the sidewalks came from left over year-end money in the budget. This project is to increase the safety of students, staff and faculty at crosswalks around campus. This is considered a project worthy of funding for the increased safety to everyone on campus.
- 2) What is the parking area behind Smith building for?
 - a. Dr. Burns: This is a parking lot for those students who are full-time and have a 4.0 GPA. There are 58 spaces available. Students earn the right to park in this lot from the previous semester by earning a 4.0 GPA while carrying 12+ hours, the Registrar’s Office notifies Academic Affairs of those students who qualify for this privilege, Academic Affairs notifies the students through their Gordon email account, the student takes the notification to Public Safety, and Public Safety issues a special permit to the student that allows parking in the new “honor’s parking lot” for the following semester. The right to park in this lot is earned each semester, not by overall GPA.
- 3) Dr. Burns asked about the construction of the new Student Center, what is the time frame, how will it affect staff/faculty?
 - a. Lee Fruitticher: Will be meeting with construction team this week and getting dates for beginning construction. The lot next to Alumni Hall will be closed with more parking areas around campus being looked at for staff/faculty parking, specifically the former commuter lot off College Drive. This lot closure will be in effect for approximately one (1) year; other parking areas for faculty/staff are being looked at and will be announced as soon as possible.
- 4) What/where is the funding for the new Student Center?
 - a. Dr. Chamberlain: This project is not funded by the Board of Regents or State of Georgia, this project has been three (3) years in the making and voted on by the Gordon State College Student Government. The

Student Government self-assessed the need for a new student center, students will pay 100% of the cost through student fees beginning fall semester 2013, the fee is \$139 per semester to all students and will be used to repay a bond issued for the project. This project is \$13.7 million for a 53K square foot building; it is considered a public/private venture project and will support student activities and special events at Gordon State College.

- 5) Dr. Burns addressed the Board of Regents review of our “space” at Gordon State College:
 - a. The Board of Regents required all colleges to make effective / efficient utilization of current space. The new Student Center space was in process before the Board of Regents issued this ruling. We are allowed one (1) capital project request per year. A request for renovation of Hightower Library was submitted and rejected last year. Gordon State College will again submit a \$5 million request for the full renovation of Hightower Library this year. We will not know the outcome of this request until approximately May 2014.

Suggestion Box:

Nicole Williams, Staff Council Vice President, reminded everyone about the Suggestion Box. Current suggestions that were submitted since the last Staff Council meeting have not yet been addressed by the individual departments each suggestion pertains to. Once the individual departments have had a chance to review and comment on the current suggestions, an updated list will be sent out to faculty and staff. To make the process of submitting suggestions easier, you may also send your comments/suggestions to Nicole Williams via email, or anonymously through inter-office mail. There are currently fifteen (15) suggestions since the last meeting. Examples of these suggestions:

- Implementation of dress code for staff/faculty
- Install panic buttons in areas where faculty/staff or others meet with students/public
- Separate orientation for transfer students

Tell Me Something Good! ~

- Debbie Cone - recognized for following up with a family concerned about their daughter who was on campus for testing and had not checked in with the family after a longer period of time than expected. Debbie made sure to call the family the next day to check on the status of the daughter.
- Vivian Shannon – recognized for buying a family she discovered was in need of assistance lunch during one of the fall semester NSO’s.
- Vicky Bright – for taking care of a stray dog on campus until Animal Control could arrive. A family had been looking for this dog for two (2) days and, because of Vicky’s assistance, was reunited with their family pet.
- Connie Wade – is now recognized as a certified collegiate retailer after completing the certification process.
- Jessica Yarbrough – earned her Associate of Science in Business Administration.
- Admissions Office – a “shout out” from Dr. Burns for recruiting 1100+ qualified new students to Gordon State College this academic year.
- Residence Life - recognized for filling the campus dorms to capacity.
- Financial Aid - recognized for their outstanding processing time for fall semester 2013!
- Todd Davis recognized Daniel McKinley, Jason Oglesby and Rusty Collins - the bus for the soccer team broke down and these 3 heroes saved the day by making sure the soccer team made it to their game.

Final Comments:

Staff Council president Justin White brought up two (2) changes to the Staff Council by-laws:

- 1) Change name where appropriate to “Gordon State College” throughout the by-laws
- 2) Change wording regarding Staff Council meeting dates from “the second week of ” to “quarterly”.

These changes will be voted on at the next Staff Council meeting in November. If you have any questions or concerns regarding this information, please contact Justin White.

The meeting concluded at approximately 11:15 a.m.

Respectfully submitted,
Laura Parks
Staff Council Secretary