STAFF COUNCIL MEETING MINUTES

October 08, 2009
11:00 – 12:30 pm
Hannah Hall, Room 129

Council Members Present:
Derrick Wilson, Chair     Professional/Non-faculty
Diane Lewis, Co-chair     Executive/Administrative/Managerial
Minnie Wolridge, Treasurer    Professional/Non-Faculty
Lori LaBrie, Secretary     Professional/Non-Faculty
Olivia Angel      Skilled Crafts/Service Maintenance
Deneen Ford      Technical/Paraprofessional
Nona Honeycutt     Secretarial/Clerical
Katie Johnson      Secretarial/Clerical
Derek Lockett      Professional/Non-Faculty
Joe Merchant      Skilled Crafts/Service Maintenance
Charlotte Washington     Professional/Non-Faculty

Absent:
Remon Green      Technical/Paraprofessional
Taiwan Johnson     Secretarial/ Clerical

Others Present:
Sameera Rizvi
Richard Johnson
Jose’ Rodriguez
Gitonga M’Mbijjewe

Action Items:
- Standing Committee Reports - presentation of budgets
- Ad-Hoc Committee Report - presentation of staff survey
- Forum - discussion
- Updates:
  - Sodexho
  - Business cards and t-shirts
  - Homecoming - parade

Miscellaneous:

Opening:
The meeting of Staff Council was called to order at 11:06 a.m. by Chair, Derrick Wilson

A. Approval of Minutes –

- It was moved by N. Honeycutt and 2nd by K. Johnson to accept the minutes of October 8, 2009.

B. Open Issues:

- **Standing Committee Reports** – Administrative Issues Standing Committee chair, L. LaBrie informed that there was no report available. Campus Enhance Committee chair, D. Lockett announced he also did not have a report prepared, but feels there’s no budget concerns for his committee to address. Addressed issues of parking/towing complaints in Lot B. Information was provided by D. Ford relative to new proposed parking standards. D. Lewis and C. Washington both moved to have issues discussed in a separate meeting or refer issue to Campus Enhancement solely to address. Public Relations chair, Remon Green was absent with no report submitted. Staff Development chair, T. Johnson was also absent with no report submitted for meeting.

- **Forum** - Wilson is checking with President’s admin. asst for tentative dates of availability for president’s presence for the forum. Will announce the official date at the next meeting. Washington reminded SC members that the Forum should follow the by-law guidelines and allow constituents to address SC with their concerns to be addressed at forum. Wilson advised that the staff survey will serve to determine staff concerns and will be administered online well in advance of the forum date. Committee agreed that various forms of surveys will be utilized to capture staff concerns/issues (online, table set-ups in each bldg for various hours to include extended hours, mass email, etc.). It was moved by C. Washington to have an Ad-Hoc committee to meet to address survey. LaBrie moved to accept and group agreed with no opposes. Ad-Hoc committee accepted and it was suggested by Wilson to have a deadline for establishing the survey and suggested by Washington to be present at next meeting. Lockett and Washington will serve as Chair and Co-Chair with Johnson, Lewis and Honeycutt as volunteers. All members will email concerns to committee for consideration in newsletter.

- **Homecoming Parade** – D. Wilson moved to establish a consensus of all members interested in participating in the parade. Lockett amended the motion by Wilson to have SC decide in what capacity members wish to participate, it was 2nd by Wolridge. Labrie added that any members interested in participating in parade can and should do so due since parade will be only means of visible support.

C. Old Business:

- **Athletics Discount** – Athletic Director has agreed to extend a discount for all staff to purchase football tickets in advance of game day for $10.00 and $6.00 for basketball tickets with current staff ID. Wilson answered questioned posed by Lewis that multiple tickets can also be purchased. Lockett suggested to have athletics change purchase criteria for purchase of tickets at the door.
D. New Business –

- **Sodexho Presentation** – Joe Rodriguez, Sodexho Rep., addressed SC to introduce himself and inform of new cafeteria initiatives (bakery and café version of Starbucks, World of Wings in bowling alley, etc.). Bowling alley will officially be opened this spring with activities to increase faculty and staff visitation. Mr. Rodriguez is requesting to be included in the SC newsletter for the purpose of providing coupons for the Tiger’s Lair and special pricing. Liquor license is also being obtained to serve alcoholic beverages. Lockett questioned process of identifying employees who eat free. Mr. Rodriguez states a list will serve to identify all staff/faculty paid through their budgets. Requests to attend next general meeting on October 22 to address outstanding questions and inform of decision to provide food for SC meetings.

- **Newsletter** – Lockett motioned to have Public Relations committee construct newsletter for the Council and all members agreed.

E. Announcements:

- D. Wilson announced that SC budget has been confirmed and approved for $5,000.00. Council can now begin process of purchasing stationery, business card, t-shirts, etc..
- D. Lockett informed members of the passing of Bircendia Churchwell, as staff member in Safety after a lengthy battle with cancer. A donation was taken to send a card and provide a monetary gift on behalf of Council.

Adjournment:
D. Lockett moved to adjourn the meeting and it was 2nd by co-chair Lewis. Next meeting is scheduled for October 22, 2009 @11:33 AM.

Minutes submitted by: Lori LaBrie

Approved by: ______________