STAFF SENATE

GEORGIA PERIMETER COLLEGE

May 3, 2012

MINUTES

I. Call to Order

The regular meeting of the Staff Senate was called to order at 12:14 pm by Chair Diane Weber.

II. Senators Present:

Patricia Allen, Brad Blitz, Kawana Brown, Dennis Bullard, Janice Byrd, Pamela Coleman, Emily Cowdrick, Peggy Davis, Michael Grimmett, Mary Hamilton, Erica Hart, Cheryl Hodges, Yasmin Holness, Bonita King, Fran Mohr, Yolanda Norman, Brenda Parham, Terry Payne, LaSean Price, Amy Roberts, Carolyn Satcher, Lois Shelton, Ronald Taylor, Dede Weber

Ex Officio Members: Patrice Masterson

Senators Absent: Demetrix Rostick-Owens

III. Review and Approval of Minutes

Motion to approve minutes dated February 9, 2012

M/S/P (J. Byrd/P. Davis/ Unanimous)

IV. Introduction of Guest

Jeana Chapman, Mary Brown, Ramon Selles, Lori Payne, Donna Frazier, Linda Fields, and Kameka Houston

2 guest from Georgia Gwinnett College's Staff Senate.

Collins Foster, Director of Alumni, came and spoke about the different Alumnus awards given through her department. She stated the staff isn't represented in these awards and if we would like to have an award and approach the scholarship committee she would be happy to facilitate the conversation.

Motion to move forward to discuss the establishment of a staff recognition award.

C. Satcher/J. Byrd/Unanimous

Motion to request with the help of Collins the development of a formal staff award through the alumni association

B. Blitz/J. Byrd/Unanimous

Faculty member, Shyam Sriram, spoke during the meeting regarding upcoming fall programs such as GPC reads, Mulsim Association collection of shoes, volunteering to feed the homeless and a Democracy Commitment. He also spoke about ideas that he would like to see implemented such as three members of the House of Representatives come to speak each year on campus and those who attend would receive a free constitution; Military Form were staff who served in military could take with students about their service and Voter Registration Drives for the whole college-students, staff and faculty.

V. Committee Reports

Update from the Chair

- Dr. Tricoli will not be able to make it our meeting today.
- At Celebration Of Excellence awards ceremony, the staff senate was a finalist for TEAMWORK award.
- Cabinet and Policy Board has met only once since our last meeting.
- SACS reaffirmation accreditation is ongoing. Currently the "desk audit" offsite and onsite will be in September. All staff needs to stay abreast on the QEP: Engagement Drives GPC Education (EDGE)
- Director of Internal Audits provided posters, business cards and brochures. If you are a campus representative, please take his information to your constituents.

New Employee On Board Committee

M. Grimmett stated that he was waiting on welcome letter from Dr. Tricoli.

Website

L. Price stated that Sharpen Your EDGE Staff Development Date RSVP information was added

USGSC

C. Hodges stated that next USGSC meeting on Thurs. May 10th 9am-12pm and they will be electing officers. C. Hodges will send out information on candidates, please view and send information on your vote to C. Hodges. We are now listed on USGSC website as an active member.

Staff Development Committee

P. Davis stated HR has been extremely helpful in vendor fair assistance. Staff Relaxation and Appreciation Zone-massages, chiropractic, door prizes. A list of volunteers needed will be sent out next week.

Y. Holness stated registration is open now from Staff Senate Website. Name tags will be provided to all participants. Transportation options will be provided to those who need it.

E. Cowdrick and F. Mohr-marketing committee-developed the art work. Signs have been put up showing the campus is closed on May 18th. Currently working on evaluation piece with OIRP. Advertised on homepage and GPC TVs. We decided to go green and print a minimal amount of posters and advertisement. Suggestion was made to have a scroll on the webpage indicating that the college will be closed that day. A GenMail will be sent out with more specifics about attending the Staff Development Day mandatory

L. Shelton-Logistics-most major venues have been reserved. We will be going green for breakfast and lunch-recycling station will be set up to recycle products from breakfast and lunch.

B. Parham-Hospitality-Foundation has agreed to provide lunch. HR contacted Vendors for us. Several donations for door prizes have been received.

J. Byrd-Special Project-FLASH MOB. Dance Moves are uploaded and password protected. It will be posted online for 8 days only. We have a rehearsal date set for the 10th or the 11th. You will receive a meeting request for practice.

VI. Old Business Chair

Consideration of additional officer/Chair Elect

The decision at the previous meeting was to have a discussion. Discussion ensued regarding having a chair in training and someone in an advisory position. Moving on every year with brand new officers will leave a large learning curve. A Chair elect will allow the person to be more comfortable after the transition. D. Weber stated that this will add to the continuity of the senate and preservation of leadership and historical knowledge. The person will be a resource and depending on how written may or may not have voting rights. Y. Holness suggested to identify a chair elect who works closely with current Chair to assume the position.

L. Fields-Clear to me these roles are important to the longevity. R. Selles stated that this should be a model for all of the subcommittees also for continuity. D. Weber stated the new staff senate should continue the conversation. Y. Holness talks about maintain appropriate records for future groups. Continuity is not just a person but as organization with record keeping.

Motion to revise our bylaws to add a Chair Elect and Ex-Officio immediate past chair positions
E. Cowdrick/B. Blitz/Unanimous

Use of GPC Student Email

Y. Holness says that she doesn't think its under the duties of the staff senate.

We do have a policy that we only use GPC email for correspondence.

Motion to dismiss the use of GPC email issue
J. Byrd/C. Satcher/Unanimous

Establishing standing committees

D. Weber-Currently committees are adhoc and not standing committees. Identify standing committees in the bylaws. Y. Holness suggested Bylaws Revision Committee. C. Hodges suggested Website, L. Shelton staff development committee and P. Davis for marketing committee. Bylaws committee has a form on the website

**Add bylaws form to the website so that senators can propose changes.

Motion to establish standing committees within our bylaws
J. Byrd/E. Cowdrick/ Unanimous

VII. New Business Chair

-GPC Staff Senate Fund

D. Weber stated the GPC Staff Senate Fund has been established officially. We will work with the Foundation. E. Hart made suggestion that we encourage staff at our events to support our fund with statements like "If you have enjoyed our program, please support the Staff Senate Fund." ***B. Parham suggest that we provide a link on the Staff Senate website to Faculty and Staff Giving (ask Erica for link)

-Polo Shirts

Shirts have been purchased for all senators. Thanks to HR for helping.

-Staff Development Day

Suggestion was made to wear our new shirts and black or khakis bottoms.

-Elections

Chair: Emily Cowdrick-B. Blitz/P. Davis/Unanimous

Vice Chair: Brad Blitz-W. Bullard/C. Satcher/Unanimous

Secretary: Lois Shelton-J. Byrd/B. Parham/Unanimous

Vice Secetary: Amy Roberts-P. Davis/ L. Price/Unanimous

Who is interested in serving the GPC staff senate as the representative for the USGSC voting position and alternative?

LaSean Price

Brad Blitz

Donna Frazier

-Farewells

D. Weber was presented a gavel and plaque for her tremendous service to staff senate.

-First meeting for next term

New chair will have to meet with executive to determine a new meeting.

Future Meetings- Location/Time (TBD)

-TBA

Adjournment Chair

The meeting was adjourned at 4:07pm by D. Weber

Future Meetings- Location/Time (TBD)