# Staff Senate Meeting Minutes

**Meeting Date**: March 10, 2011  
**Time**: 2:00 PM  
**Location**: Newton Campus, 2N, Room 1100 (Lecture Hall)

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<th>Meeting Date</th>
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**Meeting Leader**: Dede Weber, Chair  
**Minute Taker**: Demetrix Rostick-Owens, Secretary

**Senators Present**: Pat Allen, Brad Blitz, Kawana Brown, Wayne Bullard, Janice Byrd, Pamela Coleman, Dawn Davis, Peggy Davis, Michael Grimmett, Cheryl Hodges, Yasmin Holness, Patrice Masterson, Fran Mohr, Yolanda Norman, Brenda Parham, Terry Payne, LaSean Price, Amy Roberts, Demetrix Rostick-Owens, Carolyn Satcher, Lois Shelton, Ronald Taylor, Dede Weber

**Senators Absent**: Erica Hart

**Guests**: Brenda Benefield, Jim Bohanon, Mary Brown, Ron Carruth, Cindy Eenhuis, A. Faye Ellison, Donna Frazier, Mark Gerspacher, Konita Key, Nicolas Marinelli, Sandra Williams, Amy Willis and Eunice Zoeckler

**Meeting Purpose**: First Staff Senate Meeting

## Agenda Items

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<td>Dede Weber, Chair</td>
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<td>2. Review/Approval of Minutes</td>
<td>Demetrix Rostick-Owens, Secretary</td>
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<td>3. By Laws Review/Modifications Discussion</td>
<td>Dede Weber, Chair</td>
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<td>7. Proposal to reschedule the May 2011 meeting</td>
<td>Dede Weber, Chair</td>
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<td>8. Election of Vice Chair</td>
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<td>9. Chief, Public Safety (guest N. Marinelli)</td>
<td>Dede Weber, Chair</td>
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<td>10. CFO Discussion and Q/A (guest R. Carruth)</td>
<td>Dede Weber, Chair</td>
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<td>11. New Business</td>
<td>Dede Weber, Chair</td>
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<td>12. Adjournment</td>
<td>Dede Weber, Chair</td>
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**Discussion/Decision(s) Reached**

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<th>1. Call to order, Welcome and Introductions</th>
<th><strong>Decision Source</strong></th>
<th>Date</th>
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<tr>
<td>a. The meeting was called to order at 2:00 PM by Dede Weber</td>
<td>Senate Chair</td>
<td>03/10/11</td>
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<tr>
<th>2. Review/Approval of Minutes</th>
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| a. January 20, 2011 approved, no revisions | Motion to approve by Fran Mohr  
Second motion to approve by Janice Byrd  
Approved by Senators with a Unanimous Vote (no corrections) | 03/10/11 |
| b. February 15, 2011 approved, with the following revisions  
-Participants in attendance (added): Bonita King, Yolanda Norman, Carolyn Satcher and Bradley Blitz | Motion to approve by Peggy Davis  
Second motion to approve by Janice Byrd  
Approved by Senators, Unanimous Vote | 03/10/11 |
3. By Laws Review/Modifications Discussion:
   a. Discussions ensued regarding the current Staff Senate By Laws. The question asked of the Senate by the Chair was to determine:
      - Whether or not the By Laws should be modified, and if so,
      - What areas of the document should be modified, and
      - To whom the responsibility would fall.
   b. Several Articles of the By Laws were mentioned for review and included, but were not limited to:
      - Article II, Section 1A: Election year or nomination Period (Senator Yasmin Holness)
      - Article II, Section 2B: Nomination of Representatives versus Election of Representatives (Yasmin Holness)
      - Article I, Section 1B: How do we distinguish between the two, Staff Senate concerns (effect on the whole group, non personnel issues) or personal grievances (Personnel issues)
   c. A motion was brought forth by Senator Janice Byrd to table the By Laws discussion due to the limited time available to discuss in full, all possible changes. It was suggested that a Committee be formed to review the By Laws and to bring forth possible changes to be presented to the College Executive Team

4. Appointments:
   a. Board of Regent’s Representative
      - Cheryl Hodges was announced as the BOR Representative
      - Peggy Davis was announced as the BOR Alternate
   b. Parliamentarian
      - For this meeting only, Yasmin Holness served as the Interim Parliamentarian.
      - A call for permanent Parliamentarian was made, however during the meeting no one accepted the call. The position of Parliamentarian was not filled during the meeting.
   c. Post meeting notes:
      - Brad Blitz was asked about being the Parliamentarian and subsequently, accepted the position.
      - Yasmin Holness volunteered to serve as the Parliamentarian Alternate.

5. Representative Elections Information
   a. There are two Senate vacancies
      - Student Service Representatives (vacant due to resignation of Nathan Brown)
      - Academic Affairs Representative (vacant due to resignation of Lynn Lefebvre)
   b. Both positions are expected to be filled before June 30, 2011
   c. Paper and electronic ballots will be provided
   d. The new representatives should be announced and seated by June 1, 2011

6. Committee Reports
   a. Celebration of Excellence - Committee members have met and have received and reviewed 65 Celebration of Excellence nominations. The committee will meet again to determine the winners of the awards. The Celebration of Excellence event will be on 04/29/11 at the Clarkston Campus.
      Committee Members: Pat Allen, Janice Byrd, Pamela Coleman, Peggy Davis, Michael Grimmett and Yolanda Norman.
   b. Staff Senate Website - Committee members have met and have a preliminary design for the Senate Website.
      Committee Members: Dawn Davis, Cheryl Hodges, LaSean Price, Demetrix Rostick-Owens and Dede Weber.
   c. Support Staff Development Committee - Committee members have met multiple times and recently completed the Staff Senate Kick Off Meeting, held at the Clarkston Campus on 03/01/11 from 2-4 PM. The event was a success and allowed the full Senate to be introduced to the GPC community.
      Committee Members: Nathan Brown, Dawn Davis, Peggy Davis, Erica Hart, Yasmin Holness, Brenda Parham, LaSean Price, Carolyn Satcher and Lois Shelton.
   d. New Employee On-Boarding Committee - Committee members have met and are focusing their attention on creating a On-Boarding Pamphlet which can be incorporated into the GPC Employee Orientation handouts.
      Committee Members: Brad Blitz, Kawana Brown, Janice Byrd, Michael Grimmett, Erica Hart, Terry Payne and Amy Roberts. (Peggy Davis and Cheryl Hodges have agreed to work on this committee on an as needed basis)
7. Proposal to reschedule the May 2011 meeting
   a. The scheduled meeting date of May 26, 2011 is in the peak of registration for the Summer 2011 Semester. This date would cause hardship for many Senators and Constituents who may not be able to attend the meeting due to peak time work requirements and obligations.

   • Motion was brought forth by LaSean Price to approve the change of the May 2011 meeting from May 26, 2011 to May 19, 2011.
   • Second Motion by Peggy Davis.
   • Approved by Senators, Unanimous Vote.

8. Election of Vice Chair
   a. Due to the current Vice Chair assuming the role of Chair, the Vice Chair position is vacant. Based upon the By Laws, office positions are filled from within the current Staff Senate by self or peer nomination. The nominees will assume their new officer positions by majority vote of voting Senators. The following four Senators were nominated for the position of Vice Chair. The full list of nominees, their declarations of the nominations (accept/decline) and by whom they were nominated are listed as:
      - Brad Blitz nominee/Declined nomination/Janice Byrd nominator
      - Janice Byrd nominee/Declined nomination/Yolanda Norman nominator
      - Wayne Bullard nominee/Accepted nomination/Peggy Davis nominator
      - Peggy Davis nominee/Declined nomination/Wayne Bullard nominator

   b. Wayne Bullard was the only nominee to accept the nomination. As a result, Wayne was approved by the Senate to fill the position of Vice Chair.

   • Motion to approve by Janice Byrd
   • Second motion to approve by entire Senate
   • Approved by Senators, Unanimous Vote

9. Chief, Public Safety (guest N. Marinelli)
   a. Chief Nicholas Marinelli introduced himself to the Staff Senate. In general discussion some topics of concern came up regarding:
      - The traffic at the Clarkston Campus, in particular, making a Left Turn from the Fine Arts Building
      - Faded Lane lines
      - Library elevators are misaligned and cause difficulty for wheelchair accessibility

   • No Decisions Rendered
   • For Informational Purpose only

10. CFO Discussion and Q/A (guests Ron Carruth and Mark Gerspacher)
    a. R. Carruth and M. Gerspacher, reviewed the following report, with points to follow
        FY 2012 Budget: Transforming Lives, Strengthening Communities, Fostering Teamwork- March 2011
        - This discussions is meant for the Senate to gain knowledge of the budget and to understand how the budget is built
        - Total Revenue: $158,667,264
        - FTE GPC expenditures for FY 2010 was $120,966,703
        - State Appropriations are down
        - Funding for upcoming year FY 2012, will be based on enrollment from FY 2010
        - Spending per student will be down to approximately $5,507 per student for FY 2012
        - GPC is solvent and will be maintained

   • No Decisions Rendered
   • For Informational Purpose only

11. New Business
    a. New Business was tabled due to time and room reservation constraints.

   • Approved by Senators, Unanimous Vote

12. Adjournment
    a. The meeting adjourned at 4:00pm.