Call to Order
The meeting of the Staff Senate was called to order at 1:08 pm by Chair Lori Payne.

Senators Present:
Ursula Allen       Donna Frazier       Gail McCain
Charlene Bearden   Cynthia Hillery-Jackson Lori Payne
Alicia Braswell    Tammy Honoré       Rodney Pegues
Donna Bravard      Kameka Houston     Rebecca Rakoczy
Mary Brown         Theodora Johnson   Sharon Riley
Jeanna Chapman     Vickie Johnson     Imani Roberson
Linda Fields       Kara Kennebrew    Ramon Selles
                         Tesa Talley
                         Patricia Young

Senators Absent:
Wayne Bullard

Ex Officio Present:
Emily Cowdrick     Patrice Masterson   James Rasmus

Since there were 23 senators present at the meeting, a quorum (60% of the 24 current senators) was established for conducting business.

Mr. Anthony Bush was introduced to the senators as the person who enabled video conferencing this year so that senators could participate in the meetings from their own campus if they could not travel to Clarkston. Mr. Bush was thanked for his excellent technical assistance.

Updates from the Chair
Lori Payne

- President’s Cabinet and PPAB meetings.
  - Ms. Payne had previously brought forward the request that the Staff Senate would like to have more time to consider the output from the various councils (Student Affairs Council, Academic Affairs, etc.)
  - Ms. Linda Fields expressed the concern that since the current Faculty Senate Chair sits on one of these councils, the Faculty Senate therefore has information sooner than the Staff Senate
  - Mr. Jim Rasmus stated his belief that the Faculty Senate Chair is a part of the council not because of her position as Faculty Senate Chair, but because of her job position within the college
  - Ms. Emily Cowdrick, Immediate-Past Chair, stated that during her term as Chair, she asked for a seat on the councils but the request was denied.
  - For the most part, the Staff Senate Chair gets copied on proposed policies only one or two days before the PPAB and PC meetings. There is not sufficient time to
contact senators and collect their comments on the policies before attending the PPAB and PC meetings.

- Mr. Rasmus proposed the idea of having the Staff Senate Chair be included on the email distribution list from all the various councils. Each council sends out emails to the other councils if they are going to propose new or changed policies and requests comment and input from them. If the Staff Senate were included in this email stream, they would be privy to these proposals earlier in the decision cycle and could formulate their opinions and comments in time to make suggestions for changes. Mr. Rasmus promised to ask Julius Whitaker to send out earlier notification of proposed policy changes.

- As part of the end-of-the-term activities, each committee chair is responsible for typing up an annual report which will be posted on the Staff Senate website and will be a guide for the next year’s senators who serve on that committee. Ms. Payne will send an outline that she is using for her report to the committee chairs as a possible model.

**Standing Committee Reports**

- **By-Laws Committee**
  - Vickie Johnson
  - Only one senator made an entry on the Share-point website regarding the Chair Elect selection timing in the by-laws
  - Many senators did not understand that the Chair Elect was included as part of the non-officer positions that were referred to in November’s by-law changes (all non-officer positions were to be chosen at the first meeting of the fiscal year)
  - Time was requested for senators to review the wording of the changes
  - **Motion**: Senators will vote on whether or not to accept the wording recommended by the By-Laws committee from last November, 2013.
    - Motion made by Ms. Lori Payne
    - Seconded by Ms. Sharon Riley
    - The vote did not pass (11 No votes; 10 Yes votes; 1 Abstained)
  - Chair Lori Payne recommended that this matter be discussed further by the new senate.

- **Election Committee**
  - Gail McCain
  - The Human Resources department has been contacted to verify the results
  - The committee will meet after the senate meeting to review the assignment of each new senator’s area of responsibility
  - All participants will be contacted individually by week’s end
  - A general announcement of the results will be made next week by email to the entire college

- **USGSC**
  - Donna Frazier
  - There was a meeting of the University System of Georgia Staff Council yesterday, but Ms. Frazier was unable to attend due to work conflicts
  - Future meetings of the USGSC will be available via Citrix (like Wimba)
  - Some of the updates have been completed on their website, but there is still much more that needs to be worked on
  - In the 2014-2015 GPC Staff Senate, a new representative and alternate to the USGSC will need to be chosen
• **New Employee on Board**  
  Donna Bravard
  - The printed materials have all been used up
  - It was decided that to control costs, electronic versions of the materials should be used. Sharon Riley said that she has not noticed a problem using electronic materials. She still goes to meet people in person.
  - Patrice Masterson mentioned that HR goes over initial training, but having a review of the material a bit later is a good idea.
  - The point was made that NEOB mentoring provides more day-to-day information (good lunch locations, parking tips, etc.) that go beyond HR’s formal training.
  - Although the mentoring program never got full implementation this year, it is hoped that the next senate will pursue the practice more thoroughly.

• **Staff Senate Website Committee**  
  Jeanna Chapman
  - A discussion took place involving how to get photos of senators displayed
  - Senators were asked to take photos during Commencement and Staff Development Day.
  - Photos can be sent out for instant publicity via GPC Facebook.
  - Photos can be displayed on the Staff Senate website, but this takes longer to implement. Send photos to the website committee chair via email.
  - A photo team was created to detail how we can get the most exposure for Staff Senate activities in the future: Ursula Allen, Jeanna Chapman, Cynthia Hillery-Jackson, and Rebecca Rakoczy will be on the team.

• **Staff Development Day Committee**  
  Dora Johnson and Pat Young
  - Coffee for 400 people will be provided in the morning.
  - Lunch for 650 people will be provided between Noon and 1pm.
  - Staff senators are asked to encourage people to move into the auditorium for the 9am – 10am program; each senator will be asked to do more than one activity.
  - The idea was discussed of taking a group photo of the senators before, during, or after the Staff Development Day. It was decided that the senators should be available to handle unforeseen problems in the morning and not be tied up taking photos. Ms. Rebecca Rakoczy recommended that we do the picture taking at the June 12th meeting where both current and new senators would be available. This idea was heartily endorsed by the group.
  - A table will be set up so that people can contribute to the GPC Foundation. The Staff Senate “Give Me Five” campaign will be one of the choices.
  - The electronic program will be sent out soon by email. On it, staff members will be encouraged to wear their “Moving Forward” polo shirt to Staff Development Day.
  - Evaluations of the event are ready and will be sent out via email afterwards. This is one way that our program receives validation for the time and effort that is put into it.
  - An HP printer has been donated and will be one of the items used as door prizes.
Chair Elect Selection

- Chair Lori Payne stressed that while the duties of the Staff Senate Chair are numerous, that it is also a very rewarding position to hold. She also mentioned that it is very helpful to have the support of your manager because of the time commitment. She emphasized that she will be around as Immediate-Past Chair to help the new Chair learn what needs to be done and when.

- Chair Payne asked if there were any volunteers who would like to nominate themselves to the position. Kara Kennebrew stated that she would like to run for the position. This announcement was met with huge applause.

- Chair Payne asked for any other nominations and there were none.

- A motion was made to close the nominations for Chair Elect position.
  - Motion made by Sharon Riley
  - Motion seconded by Gail McCain
  - Motion was passed unanimously

- A motion was made to accept Kara Kennebrew’s self-nomination for the Chair Elect position.
  - Motion made by Lori Payne
  - Motion seconded by Sharon Riley
  - Motion was passed unanimously

The meeting was adjourned at 3:40pm by Chair Lori Payne.

Next Meeting – Thursday, June 12, 2014 in CN-2220; 1pm – 4pm