

**Staff Council
Meeting Minutes
January 29, 2009**

Order- Meeting was called to order by Bob Ward at 2:02 pm

Delegate Attendance

Delegates: Susan Volkert, Bruce Ingram, Lana Soroka, Kenisha Bonds, Karen Born, Keya Reed-Jones, Fay Henderson, Liz Taylor, Kathy Garrison, Sandra Starr, Bob Ward, Billy Russell, Brandon Marshall, Roxanne Dilbeck, Michelle Craig

Excused: Ethel Callen

Not Excused: Cheryl Roberts, Christy Hicks

Alternates:

Constituents: Kara Mullens, Linda Stanford, JoAnneQuattlebaum, Norman Grizzell, Vickie Smith, Linda Corva

Meeting Minutes

Minutes from the 11-20-08 meeting were approved

Dr. Harden Update –

**Working on budget for next fiscal year. Do not know yet what we will have to work with

**Technical College funds have been cut in half.

Working on getting more funding for this.

**Our Interim President will be here June 1

**The President's search has not begun.

Speaker - Linda Corva/Monthly Employee Leave Reporting Process

**New leave reporting will be done by monthly employees beginning February 1, 2009. Each monthly employee will submit a leave report by the 5th of the following month. There is a place to indicate when no leave was taken during the month.

**This has been rolled out to Managers and it is their responsibility to communicate their own department processes to their employees.

**The form is on the Payroll website now

**Bi-Weekly will not change at this time

**When ADP rolls out in June, all leave reporting will be done on line for both monthly and bi-weekly employees

New Business - Bob Ward

**Calendar fund raiser – Please take a couple of calendars to put on your desk to try to sell. The sell themselves if people see them

**Think about ideas for the Staff Appreciation day

Committee Updates

Elections –

Wanda Winfield has had to resign. Michelle Craig will finish out this year in her place

Smith Award –

Susan Volkert is now the chair. Nothing to report, will start meetings in January. Keya will be out on maternity leave. Need to find someone to take her place on this committee.

PDC –

**The individual retirement planning sessions that were going to be set up in November will now be set up in March.

**Yesterdays seminar “Update to Works 2007” was well attended and will have another one February 11.

**Need dates to plan end of the year speaker. Will be meeting in the next couple of weeks to discuss options for speaker.

Special Events

**Tickets for the Valentine raffle will be coming out tomorrow.

**Next Campus Connect will be February 23 sponsored by School of Nursing and CE. Time has not been determined yet

PR Coordinator –

**Newsletter will come out in the next 2 weeks.

**Still need to get pictures taken. Lana needs to get them on the website

Concerns Update

No Updates

New Concerns

**Concerns from Spivey Hall that in no way did they hear the communication about the lock down last week. Could not hear anything. Got emails from John Shiffert and that was all they knew. Many in the room had the same comments

**Need more handicap parking

**Recycling – still ironing it out

Adjournment

Meeting adjourned at 2:45pm. The next meeting scheduled for February 26, 2009 at 2pm.

Respectfully Submitted,

Karen Born

Secretary