

Staff Council Minutes

February 15, 2006

In Attendance: Susan Agner, Allen Hinson, Bob Casmus, Brenda McIntosh, Suzanne Wilson, Marsha Safrit, Elaine Carothers, Nan Whitley, Dawn Snook, Kathi Welborn, and Lori Sipes.

Susan reported that Nan Zimmerman has the staff version of "Taking the Stress out of Academic Success" booklets ready. We will plan for Nan to give a presentation at the spring all staff meeting and distribute the booklets then. The next all staff meeting will tentatively be on Thursday, April 13, 2006 from 11:00-12:00 noon.

The staff handbook has been removed from the website as it is being reviewed. At some time in the near future, several members of the Council will be involved in this process along with other members of the College. Some of the issues discussed by the group were the changes in the wording of Christmas holidays and floating holidays. Staff members would like clarification of how this affects full-time staff members (12, 10, or 9 month).

Staff Council would like for Jean Wurster to speak at the next Council meeting on behalf of the Grievance Committee. We would like to know who the members of this committee are and what responsibilities they have. Suzanne Wilson will speak with Jean about speaking at our March meeting.

Staff Council members discussed whether or not staff should have a Staff Advocacy Committee or whether this should be a part of an existing committee. We will discuss this issue further.

The topic of preparing for replacement of Council members in June was brought up. Bob Casmus will be taking over as Chairman in June. The Council decided two years ago to revisit the liaison position with each new Chairman. Bob should be thinking about who he would like to work with from the President's Council in this position.

Suzanne Wilson brought the group up to date with the New Staff Orientation mentoring program. Training for the remaining mentors has been scheduled for March 16-17, 2006. A one-hour technology session is scheduled for March 16th at 10:00 am. Doug Stanley will be providing basic technology information for new mentors. The March 17th one-hour session (10:00 am) will be led by Tonia Black-Gold on the mentoring process with Dr. McCartney providing background information on Catawba College. An additional request for mentors has been sent out to all staff members and interested staff are encouraged to apply. The contact for this program is Suzanne Wilson.

Susan has requested a replacement for Joseph Endres from the housekeeping department.

Email has been sent out concerning nominations for the President's Award for Staff Excellence. Bob suggested sending several more emails to prompt faculty and staff to participate. We have only received a couple forms. Email was also sent to the President's Council members for nominations for the Louise Tucker Staff Council Award. Susan and Bob devised a form to be used for these nominations this year. All nomination forms are due by March 1, 2006. Marsha Safrit is collecting forms in the Registrar's office and forms can be sent campus mail to Bob and Susan.

Safety and security issues concerning the lighting on our campus were discussed and several specific areas were noted. Susan will schedule a meeting with Dr. Knott to discuss how we can address these areas quickly. In discussion about safety issues at the Innes Street crosswalks, Allen reported that he has been working with the City of Salisbury for some time, but the City has been unresponsive to our needs and concerns. Allen reported that he has also spoken with Lorene Coates about our situation.

The next Staff Council meeting will be on March 1, 2006 at 10:00 a.m. Bob will be securing a room in either the gym or the field house. Lori Sipes provided refreshments for today's meeting.