

Staff Council Minutes

October 27, 2009

In attendance: Craig Turnbull, Peggy Mason, Kim Smith, Todd McComb, Trish Powlas, Penny Rice, Jean Wurster, Amy Williams, Karen Setliff, Amy Williams, Kurt Cribb, Tonia Black-Gold, Bridgette Gibbs and Sharon Newsome.

Craig Turnbull called the meeting to order and informed the group of a change in the agenda. Dr. Rick Stephens, Provost of the College, was running late so we proceeded with first item on agenda:

As a follow-up to our last meeting, the group discussed updates that need to be made to mentoring materials. The sub-committee reported that they contacted several departments to make sure certain services are still available and they are also in process of updating the website. The committee commented that there was no budget for folders to hold information. Tonia Black-Gold offered to purchase the folders. We need to continue to look for staff training for mentors.

Dr. Stephens arrived and addressed the group. He commented that faculty, staff and administration are all important to serving students. He expressed that staff is as important as faculty and updated the group on things in progress:

- Curriculum –Faculty is in progress of reviewing the curriculum program. Currently GEN ED requires 60 credits and additional 50-60 credits, plus 4 elective credits. Administration has cut 25 classes from the curriculum and plans to shrink GEN ED from 60 credits to 45 credits. There is a consistent layer of majors to look at to distinguish between a BA degree and a BS degree. Several departments have turned in revisions to majors and decisions will be made late spring and then the College will have until December 2010 to work out the bugs. We need a curriculum that promotes retention if we are going to achieve economic security of 1200 students.
- Student Affairs – The housing policy is changing in January 2010. Students may now be allowed to live off-campus if they are 21 years of age or have attained 90 credit hours.
- Budget – Administration will continue to budget conservatively, with budget based on 325 new students.
- Master's Program – Rumor is that Catawba is starting a masters program and we do want to consider that, possibly in business or advanced degree.
- Adult program - Studies have shown that adult students are more likely to graduate a program. We have an agreement with Rowan-Cabarrus Community College, Davidson Community College, and Central Piedmont Community College and their adult program. These classes will be held on their campus with our professors using technology that will connect Catawba to the three locations (Davidson Community College, Rowan-Cabarrus Community College and Central Piedmont Community College). (This technology was made possible by a donation from a trustee). All locations together could comprise a total of 15 students. Annual revenue could generate \$250,000 with 15 students at other campuses. In order for this program to be profitable, we must have 15 students enrolled and retain 13 of those students. What makes this program different from other programs is that those students get to meet Catawba faculty and staff. Dr. Stephens reminded us that the relationship with our students is the most important thing.

After Dr. Stephens left the room, Craig Turnbull directed the discussion to the next item on the agenda – Rowan Helping Ministries drive. Council agreed to collect donations through November 6.

Craig then updated the group on his meeting with President Turner on Monday.

- Staff evaluations will occur – We must retain faculty.
- Discussion on staff going to Jan-Dec contract and faculty going to a June – May contract. Nothing definite at this time, but something to consider.
- Everything is based on budget which should be approved at the February Board meeting.

- Base housing increase for faculty/staff living in college owned houses - The amount for their housing was included in their salary. Dr. Turner commented that housing was in their contract then we have no choice but to continue to offer them housing. The fact is that the IRS requires this amount to be included in their gross pay. His hands were tied. The complaint from several faculty/staff members was that this increase would affect the amounts contributed to retirement accounts so this, in effect, was a pay increase.
- Position in business office was not advertised on campus before it went out to the public. Dr. Turner was not aware that it was not advertised and will make sure it does not happen in future. Auditors were pushing to get the position filled.
- Last item - Earthshare. The request for Catawba employees to participate in Earthshare was at the request of a trustee and he was honoring that request.

The next regular Staff Council meeting will be on Tuesday, December 1, 2009 at 11:00 a.m. in Whitener Room.

Sharon Newsome
Recorder