

## **Committee Minutes**

Faculty/Staff Council

10/28/2016, 3:00, Cumberland Hall Room 304

**Members present:** Sarah Bruton – F, Cheryl Campbell – F, Mary Carter - S, Gail Davis-S, Faith McGee-S, Jae Nixon-S, Lisa O’Hern-S, Bryan Stepp – F, LaShonda Turner – F, Elizabeth Willet-Cutler - F

Legend: (A= Administration, F = Faculty, S = Staff)

**Members absent:** Sarah Camacho-S, Bobby Fox-S, Muhammad Lodhi – F, Lynne McDough - F

Legend: (A= Administration, F = Faculty, S = Staff)

**OLD BUSINESS:** None

**NEW BUSINESS:** Carl Mitchell, Faculty/Staff Committee resource person, encouraged members to promote the Distinguished Staff Award, scholarships and fellowships, review best practices at other colleges and refer to the Steering Committee (C3 form), suggest professional development workshops and adhere to the college’s Code of Ethical Conduct (handout). Barbara Pogetti conducted elections: staff officers are as follows: Gail Davis - Chair; Faith McGee – Vice Chair; Mary Carter – Secretary; Jae Nixon – Assistant Secretary.

**Actions/Activities/Assignments before next meeting:** The faculty Chair, Cheryl Campbell, will seek clarification on resources and changes. Sarah Bruton, the faculty secretary, will followup with Dr. Brand’s office on implementing faculty and staff recognition. Further discussion included involvement within the community. Gail Davis, staff chair, suggested for the members to review the Ethic Code of Conduct and Student Code of Conduct for any potential changes.

**Next Meeting:** December 1, 2016, 3:30

**Adjournment:** 10/28/2016 ~ 3:50p.m.

Minutes Prepared by: Mary Carter, 12-8-16

Minutes Approved by: [Click here to enter text.](#)

Minutes submitted to Office of HR & IEA for Web Page Posting: [Click here to enter text.](#)

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