

**COLLEGE OF EDUCATION STAFF COUNCIL COMMITTEE
FRIDAY, OCTOBER 28, 2016**

**DEANS CONFERENCE ROOM
2:00-3:00**

MINUTES

MEMBERS PRESENT: PHILLIPE ST. GERARD, TERI DEBRUHL, TIFFANY HIBSHMAN, GWEN LORINOVICH, FREDERICA DAVIS, ASHLEY DANTZLER, PEYTON PARADISO, LISA PETERSON, LAWONA HILL, SIMONE GAUSE, LAUREN BROOKS, QUEENIE BELL, CAROLYN JOHNSON, RENE DAVIS

I. Call Meeting to Order

Lisa Peterson called the meeting to order at 2:00 pm.

II. Chrissie Faupel, Study Abroad

1. PHE, international perspectives on higher education

- Takes place over spring break
- Staff members must apply to go
- opportunities to meet with counterpart in the other country.
- This year will be in South Africa
- Objective: to experience study abroad like our students do.
- 90% of participants have cost covered by departments
- December 1st deadline for application, available at studyabroad.sc.edu, faculty/staff area
- Bill Pruitt is the contact for IPHE

2. USAC Opportunity:

- More cost effective opportunities for students
- FIDA-spend summer with students abroad, taking classes, various lengths 3-5 weeks
- Grants are offered, tuition waiver, \$2500 grant for air fair and in country travel.
- December 1st deadline, application attached on packet
- Visiting professor programs- summer or full semester
- USAC covers all expenses and provide salary for courses taught

III. Bylaws:

- **Official Name:** Voted to Approve the official name of **COE Professional Staff Council**
- **Operating Timeline:** Full academic year, limited meetings during the summer months
- **Term of Service:** 1 year term, for one person offices, they seek out a replacement from a different area of the college if they do not wish to serve during the next full year.
- **Voting:** Majority vote, chairs will participate in voting

IV. Feature Staff Member of the Month:

- 1 staff member a month, photo and bio featured on the website
- The featured staff member will submit their own bio and photo to Philipe to be added to the website

V. Upcoming Events:

- Thanksgiving celebration for staff, Tuesday November 22, 11:00 a.m. Google docs for a sign-up sheet. 11: a.m.-1:00 p.m.
- Gwen will secure the room; Ashley will set up the google doc

VI. Lowana adjourned the meeting at 3:00

Action Items:

- Peyton will get info together about university sponsored service opportunities.
- Leadership will upload position descriptions to BlackBoard
- Lisa will set up a BB thread.