



H. LAVITY STOUTT COMMUNITY COLLEGE

**INFO UPDATE
STAFF NEWSLETTER
November 26, 2014**

Faculty Member Attends Hospitality Conference



Mrs. Keisha Davis-Barnes, CHT Advisor to the HLSCC's chapter of the National Society of Minorities in Hospitality attended the 26th Annual Advisors Seminar hosted in Charlotte South Carolina from 23 – 27 October, 2014. This conference allows advisors in the South Eastern Region to network with industry leaders in order to sustain relationships that would aid in the retention of student internship opportunities. Additionally, it provides an opportunity for chapters to collaborate with each other on issues faced with new teaching and learning concepts within the Tourism Industry, internship placements, building strong relationships with advisees, as well as developing methods to deal with students who are struggling academically. There are currently 81 chapters within Universities and Colleges throughout the world, and HLSCC is the first and only chapter in the Caribbean assigned to the South Eastern Region.

On this trip, Mrs. Barnes had an unexpected and priceless encounter meeting a former Hotel & Food and Beverage Management student, Ms. Mikhala Bagot who is now an Assistant Executive Chef at the Renaissance Charlotte Hotel where she stayed. Mikhala is a recent graduate from Johnsons and Whales University in North Carolina and our current Ms. HLSCC and the BVI's first junior gold medalist of the Taste of The Caribbean in 2011.



Upcoming Events

- * **Study Day**
December 3, 2014
- * **Spring Application Deadline**
December 5, 2014
- * **Stingray Singers Annual Christmas Concert**
December 7, 2014
- * **Final Exams**
December 5-12, 2014
- * **College Christmas Concert**
December 13, 2014

Announcements

Birthday wishes for the Month of November

Sevilla, Julieta.....	1st
Skelton, Lucille.....	6th
Russ Penn, Stephanie.....	10th
Prince, Henry.....	11th
Bryan, Felicia.....	14th
Hodge, Derry.....	15th
Ramkaran, Anngenie.....	18th
Yamraj, Jasmattie.....	18th
Davis, Arden.....	20th
Maduro, Jaron.....	21st
Roberts, Nicholas.....	21st
Cherry, Martin.....	23rd
Johnson, Particia.....	26th
Cline, Neil.....	27th
O'Neal, Cassander.....	29th

May God richly bless you!



HR Corner

Staff Updates

Welcome back to Ms. Yvonne Crabbe, Senior Executive Assistant in the President's Office. Ms Crabbe spent the last year pursuing studies in fundraising at the Institute of Fundrasing, London, United Kingdom. She has successfully completed both the postgraduate Certificate and Diploma in Fundraising from the institute



As of 6 October 2014, Mr. Vern Fahie joined the Facilities Department as the Custodial Supervisor.



As of 1 October 2014, Ms. Sarita Pemberton joined HLSCC as a new lecturer to our Mathematics and Science Department.

Policy Updates and Notices

Special Leave

Special leave is available to eligible employees to enable them to write an academic examination or to attend a course of study or meeting relative to the position held, not under the umbrella of College sponsorship. Special leave should not normally precede or follow any other leave. An employee should apply through the immediate supervisor to the President for special leave which shall not normally be more than four (4) consecutive working days at a time and up to a maximum of ten (10) days per annum.

Academic Update

The Chair of the Middle States Commission on Higher Education's (MSCHE) Candidate Assessment team, Dr. James Sunser, recently completed a visit to H. Lavity Stoutt Community College to determine the College's preparedness to receive a team in March 2015 and to generally review logistical preparations for the visit. He reviewed the draft report, not with a view to giving in-depth feedback or judging our status on the various standards but to ensure that the College was far enough along to continue plans for a team visit. He indicated that he felt that the College would be prepared to receive a team in March 2015 provided that all the work indicated to be done as per the draft report is completed. He met with various persons at the College, including the Board Chair.

Update from Recent Board Meeting

The College's Board of Governors met on Tuesday 11th, November 2014. They gave final approval of the new Human Resources Handbook (2014) formerly known as the Faculty and Staff Guidelines. The Administration thanks all who contributed to the handbook through their feedback, recently or over time. As we use the handbook, we will find out its strengths and weaknesses and it is likely that modifications would be needed. The first review is scheduled for 2016. Over the next few weeks, copies will be made available for all employees.

The Board also passed the Employee Conflict of Interest Policy. Thanks are also extended for contribution to this document. The policy guides employees on their conduct in their roles at the institution to ensure that the interest of the institution and the employees are not compromised. A copy of the policy will soon be available in the policy section of the Intranet and from Mrs. Denise Sargeant-James in the President's Office.