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Staff Council Meeting Agenda and Minutes

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Staff Council Meeting Minutes

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Staff Council

Meeting Minutes

July 20, 2011

Members Present: Amber Blair, Dorsey Baldwin, Jo-Lyn Bender, Lisa Bridges, Jill Forehand, Heidi Harsha, Lisa Lee, America Minc, Kent Tatum, Alan Woodrum

Advisor: Paul Michaud

Absent: Chandra Cheatham, Cam Reagin, Linda Smith

Approval of June minutes with the addition of “pending Board approval” to policy changes —moved to accept made by America, 2nd provided by Alan.

Staff Awards

We will look at dates in January, February, March, April and May that the PAC may be available for the 2011-2012 ceremony. Alan will contact the PAC. We will ask the PC encourage staff attendance.

Tobacco-Free Campus Initiative

America will meet with Jayne Perkins-Brown to select a two-week survey period that coincides with the October benefits fair. Ogeechee Technical College is now completely tobacco-free. We will notify campus about the survey through GSNEWS, WINGS, and GSINFO. The survey will be emailed to all faculty and staff; hard copies will be available for physical plant, food services and union staff.

VP Advancement Search

Please attend the meeting today at 4:00pm in the Bishop Alumni Center for a chance to meet and interview the last candidate.

New Members & Election

Elections for four at-large members have been approved by VPs and President Keel. All staff on campus will have an opportunity to vote. Each nomination will include a short biography. For this first election process, we will issue paper ballots with assistance from HR for staff mailing labels. Nominees will be given the opportunity to accept or decline a nomination before ballots are issued. Nominations will have to be approved by the direct supervisor.

We will fill current leadership vacancies for treasurer, secretary and chair-elect (a 3 year commitment).

Communication Ideas

We will explore adding a section in the HR newsletter for Staff Council. The sub-committee for communications will contact Stephanie Scott.

Budget

The current amounts needed to fund Staff Council initiatives include:

Random Acts of Kindness- \$500

Blue/White picnic- \$5,000

Service gifts- \$5,000

Ceremony luncheon- \$8,000

Marketing efforts- \$500

Merit cash awards- \$8,000+

Printing- TBD

Plaques- TBD

Medallions- \$250

We will contact Faculty Senate about co-sponsoring the Blue/White picnic.

Foundation Account

A Staff Council foundation account will be established to support our fundraising efforts. Funds from this account will be used for staff events and morale initiatives.

HR

The new benefits consultant is Dominion.

The 2012 holiday calendar was presented to Staff Council members. Alan made a motion to approve the calendar as is, and Amber provided the 2nd. With none opposed, the 2012 holiday calendar was approved.

Open enrollment and medical leave membership will begin in October. Delta Dental will be added as a dental option, along with MetLife. Dental rates should be slightly lower, and maximums will be higher.

The benefits fair will be held on October 25th, and Staff Council plans on having a table there again this year.

President Keel

We expect a flat budget for FY13. No pay increases are expected until at least FY14. We are hopeful that we will receive equipment funding for the Biology building. Hank Huckaby is now chancellor. There are conversations currently underway about the future of ADP after the remaining two years in the contract expire. The VP of University Advancement search is going well, and we expect to move quickly to fill this position. President's Council will stress the importance of staff attendance at the merit awards ceremony.

Meeting adjourned, 10:55am

Professionally submitted,

Amber Blair

Staff Council Secretary