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Staff Council Meeting Minutes

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Georgia Southern University
Staff Council
June 17, 2009

Members Present: Amber Blair, Cindy Durden, Jane Harkleroad, Patricia Hendrix, Allison Hood, Bryan Hooks, Paul Michaud, America Minc, Nicki Newton, Janet Walker, Alan Woodrum, Michael Waters, Kent Tatum, Kimberly Robinson, Laura Saunders

Absent: Jo-Lyn Bender , Laura McCullough ,Sandy Seibel, Linda Smith, Krey Tinker

Call to order at 9:02am in the Marvin Pittman Conference Room.

Approval of May Minutes

Alan Woodrum made a motion to accept the May minutes. America Minc provided the second. With none opposed, the May minutes were approved.

Opening remarks

Bryan Hooks reminded the Council that the June meeting would be the last meeting of the fiscal/academic year. Our next meeting will be in September.

Treasurer Report

Michael explained outstanding charges, and there was discussion of the 35 staff gifts that are on back order, which have not yet been deducted from the account. Cindy Durden will provide the cost of these 35 gifts to encumber the cost in this year's budget. Kent Tatum will provide the cost of the water from the ceremony to Michael. Laura Saunders suggested exploring the possibility of free parking for a year as a staff gift. There was discussion of pre-tax v. post-tax implications. Michael needs invoices to submit to Dr. Core for any expected overages. Paul Michaud suggested estimating next year's service awards based on those eligible in order to ascertain a cost expectation. Paul will have Karen run a list of expected recipients.

Revisions to Staff Council Guidelines

P. Michaud suggested defining term limits for officers. There was discussion. A. Woodrum made a motion to change the beginning of a council member's term from January 1st-December 31st to August 1st-July 31st for each of two years. Patricia Hendrix provided the second. With none opposed, the motion passed. A. Woodrum made a motion to define officer limits to 1 term, which equals 2 years. America Minc provided the second. With none opposed, the motion passed.

A. Minc raised questions regarding guideline B2 about the number of Staff Council representatives were required per division. There was a discussion of casual labor v. benefitted positions. B. Hooks tabled this issue until we get more employee data from HR about numbers.

Jane Harkleroad made a motion to accept amended bylaw A2. L. Saunders provided the second. With none opposed, the motion passed.

J. Harkleroad made a motion to accept amended bylaw B3. P. Hendrix provided the second. With none opposed, the motion passed.

Bylaws C2 and C3 were tabled for now.

Bylaw E2 regarding officer term limits has been defined and approved. P. Michaud suggested changing the name "Co-Chair" to "Vice Chair." None opposed, approved.

Bylaw F2 tabled for now.

Bylaw J2 tabled for now.

Smoke Free Initiative Update

A.Minc explained the subcommittee has presented to a Staff Senate rep and will be in the September agenda for the Staff Senate. Amber Blair reconfirmed volunteers for the subcommittee: A. Blair, A. Minc, A. Woodrum, L. McCullough, B. Hooks. Other constituents from other groups on campus (such as SGA) will be included. Next meeting will delineate action items.

New Business

2010 Merit Ceremony Subcommittee: A. Woodrum, L. Saunders, J. Harkleroad, Janet Walker offered to be on the subcommittee. Cindy Durden said the lunch is already ordered. A. Blair confirmed the facility has been reserved. There was discussion of corporate endorsements for awards, expenses, etc. There was discussion of sending a "Save the Date" in the fall for the ceremony on campus and to VPs. P. Michaud will contact vendors about endorsements.

Human Resources-Paul Michaud

Discussion of Fall Convocation: B. Hooks will offer greetings to faculty, August 12th, 10am, Nessmith Lane Performing Arts Center. ADP training currently underway, parallel testing beginning. It has been determined that bi-weekly employees will not have to clock in and out for lunches. TRS will increase employee contribution from 5% to 5.25% July 1st.

Dr. Grube

Discussed budget and enrollment projections.

Meeting adjourned 10:45am.

Professionally submitted,

Amber Blair
Secretary