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Staff Council Meeting Minutes

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Georgia Southern University
Staff Council
December 16, 2009

Members Present: Amber Blair, Jane Harkleroad, , Bryan Hooks, Paul Michaud, Janet Walker, Alan Woodrum, Michael Waters, Kent Tatum, Kimberly Robinson, Laura Saunders, Linda Smith, Sandy Seibel, Jo-Lyn Bender, Patricia Hendrix, Allison Hood

Absent: Laura McCullough , Cindy Durden (excused), America Minc, Krey Tinker

Approval of November Minutes

Alan Woodrum moved to approve the minutes; Linda Smith provided the second. With none opposed, the minutes were approved.

Opening remarks

Bryan Hooks issued a statistical attendance report and expressed the importance of regular meeting attendance. Amber Blair asked what constitutes excused and unexcused absences. B. Hooks clarified that medical and emergencies are excused. Standing staffing conflicts need to cause members to reconsider their ability to remain a member of the council.

There was discussion of the regular March meeting, which will occur during the furlough week—the meeting was rescheduled for March 24th.

There was discussion of filling or not filling vacant staff council positions. Current 2nd term members will roll off in June 2010 unless they gain a 2nd term. Sandy Seibel is leaving, and today is her last day.

Treasurer Report

Michael Waters explained there are no changes from the last meeting, as no invoices have been received from last year's merit ceremony, and there are no outstanding balances.

Merit Awards

There was discussion of the merit awards photos. The decision was made that they need to be 5 x 7. A. Woodrum is going to talk to the Eagle Print Shop.

There was discussion of doing away with gifts and giving eagle express cards and a bookstore coupon in addition to a lapel pin. B. Hooks discussed the effort to not cheapen the Service Award gifts by giving some sort of monetary value. In essence, 10 years of service is worth more to the University than a \$30 gift card. The pin with the years of service engraved on it is our token of appreciation. It was also stated that the pin would have some sort of jewel in it.

The discussion included:

5 years of service: pin and 30% bookstore coupon with photo

10 years of service: pin, 30% coupon and \$30 gift card

15 years of service: pin, 30% coupon and \$35 gift card

20 years of service: pin, 30% coupon and \$50 gift card

25 years of service: pin, 30% coupon and \$60 gift card

30 years of service: pin, 30% coupon and \$75 gift card

35+ years of service: pin, 30% coupon and \$100 gift card

With none opposed, these gifts were past. A. Woodrum will look into service awards for retired employees. Nominating rules will be re-evaluated after this year's changes. Ceremony task assignment signups will be at the next meeting.

Tobacco-Free Campus Initiative Update

The next items of action include getting on Faculty Senate and SGA agenda. Dalton State College received a \$65,000 grant from the American Cancer Society. It was suggested we put progress dates on the student calendar with anti-tobacco messages. We are seeking support from East Georgia Medical Center and the Bulloch County Health Department. There was discussion of including visitor parking spot signage to enforce policy.

Human Resources-Paul Michaud

Paul Michaud discussed feedback regarding the November furlough. There were @ 400 exempt at the \$24,218 level. Many took annual leave, and it all went very smoothly. Hundreds of employees who were not exempt filed for unemployment benefits.

Staff Council will discuss with President Keel the need to be included in furlough plan strategies.

There are over 300 people in the high deductible plan. There is a \$3.25 admin. fee for HSA account, unless there is more than \$2500 in the account. Once there is more than \$2500 in the account, the admin. fee is waived.

Dr. Grube

Dr. Grube discussed the approval of the new biology building. The council wished him well, as this was his last meeting before his retirement.

Meeting adjourned 10:45am.

Professionally submitted,

Amber Blair
Secretary