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4-21-17 RECOMMENDATIONS (CONSENT AGENDA)

OWG 13: Human Resources:

(reviewed & supported by Rob Whitaker, Christopher Corrigan):

- 1. Recommends that the staff governance bodies of the two institutions become a single body to be known as the Georgia Southern University Staff Council. An amended set of by-laws and constitution will reflect this change and address the mechanism for the changes:**

The missions of the individual staff councils will be combined to create a new Georgia Southern University Staff Council Mission Statement to read:

“The Mission of the Council is to advance the exchange of information, provide a common voice for ideas and concerns, and maintain a communication link between staff members and University administration to promote a positive and collaborative work environment. Staff Council works to ensure that staff employees work in a respectful atmosphere, with opportunities for their own professional and personal growth and development, while supporting the mission of Georgia Southern University.”

- 2. Recommends updating the current Georgia Southern constitution and bylaws to reflect an expanded body of staff council members from 18 to 27, including 8 seats being at-large status. Voting section of bylaws will articulate the mechanism for making such changes:**

Georgia Southern has 18 staff council members (14 representing President/VP areas and 4 at-large) and Armstrong has 9 staff council members (5 representing President/VP areas and 4 at-large). Expansion of the staff council to 27 members, including 8 seats at-large, will allow Armstrong Campus, Liberty Campus, Herty Advanced Materials and Coastal Georgia Center to have representation and a vote on the council.

OWG 14-1: Budget:

(reviewed & supported by Rob Whitaker, Christopher Corrigan):

- 1. Recommends utilizing Georgia Southern’s institutional developed Budget Amendment System for tracking current and permanent budget amendments throughout the fiscal year:**

Georgia Southern has an institutional budget amendment system that affords institutions the ability to track budget amendments by individual faculty/ staff member as well as permanent and current year travel, operating and equipment budgets. Armstrong does not currently have a system for budget amendments. This recommendation extends functionality to Armstrong not previously available.

2. Recommends utilizing Business Objects financial reporting system rather than iStrategy:

Georgia Southern currently utilizes Business Objects financial reporting rather than iStrategy. Business Objects provides greater financial reporting capability and is easier to use for a wide variety of campus users.

[OWG 15-1: Infrastructure:](#)
[\(reviewed & supported by Ron Stalnaker, Tim Moody\):](#)

Recommends establishing a dedicated network connection between the Statesboro and Armstrong (Savannah) campuses:

The connection will facilitate communication between both campuses for all critical systems.

[15-5: Banner:](#)
[\(reviewed & supported by Ron Stalnaker, Tim Moody\):](#)

Recommends that Georgia Southern University/Armstrong State University consolidate the Banner Student Information Systems with an A+B=A model (where A = Georgia Southern University and B = Armstrong State University):

It was decided the A+B=A model would be the most efficient model to ensure the data integrity of Georgia Southern's Advancement data. In addition, due to the number of third party applications, this model will allow us to be more efficient in our implementation by allowing some third party applications to be enhanced without having to be reimplemented. Most importantly, this model will have the least impact on our student populations.

[OWG 19: General Auxiliary Services:](#)
[\(reviewed & supported by Rob Whitaker, Christopher Corrigan\):](#)

1. Recommends merging two ID Card systems into one:

Card Services should be the only place to print cards for access control and all third party ID cards. Both institutions are using Blackboard, so this one is relatively simple.

2. Recommends that the Print Shops will maintain separate locations, but become one operation with shared common resources and will have one budget:

Each campus will continue to need a physical location for a Print Shop, because of the distance between the campuses.

3. Recommends that the Postal Services will merge mail/package tracking systems (WTS/QTrak), merge all postage permits and accounts, continue with two physical locations, but have one budget:

The proximity of the campuses will necessitate two postal facilities, but they can be operated as one entity and have one budget. Students will continue to need a physical location to retrieve and send packages.

[OWG 20-1: Public Safety and Security:](#)
[\(reviewed & supported by Rob Whitaker, Christopher Corrigan\):](#)

1. Recommends moving parking functions out of the Armstrong Public Safety Department into the Parking & Transportation Department at Georgia Southern:

Parking at Armstrong is currently housed under the Public Safety Department. Georgia Southern has a Parking & Transportation Department that is better equipped to handle the functions required by parking such as sales of permits; payment of campus citations; a comprehensive database of all vehicles registered on campus; and management and maintenance of parking lots and traffic control devices, signage and equipment.

2. Recommends adopting Georgia Southern's Public Safety policy manual for use as departmental policy for Public Safety department on all campus locations:

Current policy manual in use by Georgia Southern's Public Safety is approved by Georgia Association of Chiefs of Police for State Accreditation. Adoption of this policy manual will insure that the same standards are being adhered to at all locations, therefore insuring that the standards requires for State Certification are being carried out throughout the expanded Georgia Southern Public Safety Department. Some modifications will need to be made to the existing Georgia Southern SOP.

3. Recommends replacing all existing signage and decals with Armstrong PD building with signage and decals matching current Georgia Southern Police Department:

To make the Public Safety building on Armstrong Campus identifiable as the Georgia Southern Public Safety office on Armstrong's campus.

4. Recommends replacing existing decals on all Armstrong police vehicles with decals to match existing markings on Georgia Southern University Police vehicles:

To recognize all Georgia Southern University Police vehicles with the correct departmental markings.
Decaling on Georgia Southern University Police vehicles is designed using a trademark logo specifically identifiable with the university.

5. Recommends purchasing for the Armstrong Campus radios that are compatible with the current Public Safety Network utilized in both Bulloch and Chatham Counties. This purchase should take place by April 30, 2017:

This procurement will unify critical communications between all of the University's campuses and insure interoperability for all Public Safety departments in this geographical region. Chatham County has already switched to the encrypted P25 network on April 3rd of this year without giving notice to ASU. Armstrong is currently borrowing radios from another Public Safety entity in Chatham County as a temporary solution. This recommendation has been approved by Mike Fox and Angel Howard for compliance with OWG 15-1.