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Staff Council Meeting Agenda and Minutes

Human Resources

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4-18-2012

## Staff Council Meeting Minutes

Georgia Southern University, Staff Council

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**Georgia Southern University  
Staff Council  
Marvin Pittman President's Conference Room  
Meeting Minutes  
April 18, 2012**

**Meeting was called to order at 9:02am**

**Members/Alternates Present:**, Lisa Bridges, Liza Williams (for Chandra Cheatham), Lisa Lee, Pattie Beblowski, Heidi Harsha, America Minc, CHarish Williams (for Debbie Tyson), Pattie Beblowski, Amber Blair, Jill Forehand, David Thompson, Kent Tatum, Joan Greenless), Carter Walton, Bo Galvin

**Advisor:** Paul Michaud

**Absent:** Dorsey Baldwin, Joan Greenlees, Alan Woodrum, Chandra Cheatham, Debbie Tyson

**Approval of March Minutes-** Pattie moved to accept the minutes with no corrections. Motion to 2<sup>nd</sup> by David.

**Approval of April Agenda-** America moved to accept the April agenda, 2<sup>nd</sup> by Pattie.

**Executive & Committee Reports**

**Treasurer Report:** No Changes – Balance remains \$4,839.61. America will send the invoice to HR for the plaque for the Greener Cleaners to thank them for their help with the Coat Drive.

**By-Laws Committee:** Carter passed out the Constitution and Bylaws with the changes and amendments in Red. Carter will also send an electronic copy to the Staff Council members and requested to have the recommended changes/edits back before the next meeting in May. The By-Laws will be voted on in the May meeting.

**Technology and Communications:** No Update

**Staff Morale:** The survey distribution date has been moved to Fall 2012. Amber will contact Jane Perkins-Brown to review the survey questions.

**Fundraising:** The Spring Fling has been set for May 16<sup>th</sup>. Bo was nominated to Chair this event and he will create a committee. Jill will mail each Staff Council member tickets to sell. Jill will send out a sign-up sheet for where members can volunteer and set up a table to sell tickets.

**Scholarship:** Details on the Scholarship will be included during the Raffle sale. Jill will contact the VP's to see if they will make donations.

**Old Business:**

**Tobacco-Free Campus Initiative:** America gave an update from the Faculty Senate meeting she attended. There was some positive feedback but the validity of the survey was questioned along with the outside smoke effects on people. America defended the question about the survey title and is going to follow up on the effects of outside second hand smoke. The next step is to make a motion for a resolution and then present to Dr. Keel for a policy change.

**Spring Food Drive:** No Update

**Random Acts of Kindness/ M&M Award:** It was decided to wait until Council hears back from the survey results before creating a nomination form.

**State Staff Council Conference:** Pattie updated the council that Savannah State has still not responded.

**New Business:**

**Volunteer Outreach:** Carter reported that the Dress Down Day will not happen. Paul suggested we support the United Way because the donations have dropped due to technical difficulties along with A Day for Southern being scheduled at the same time. It was suggested we as for funds now and hold until the campaign in the Fall. Other suggestions were to have bins at the dorms so students can donate unused items before they leave for the Summer, Adopt a Highway and Habitat for Humanity.

**By-Laws & Constitution Review:** Updates included in the Committee Reports

**Employee Morale & Engagement Survey:** Updates included in the Committee Reports under the topic Staff Morale

**Staff Spring Fling:** Updates included in the Committee Reports

**Updates from Human Resources**

- Compensation Task Force has been formed and their first meeting is Friday, 20<sup>th</sup>.
- Compliance Training email has been sent out and needs to be completed by May 4<sup>th</sup>. Reminders will be sent out.
- Performance evaluations are due July 31<sup>st</sup>. Self-evaluations are no longer mandatory. A level has been added to the ranking scale.

**Announcements:**

No other announcement.

Professionally Submitted,  
Lisa Bridges