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Staff Council Meeting Agenda and Minutes

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Staff Council Meeting Minutes

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**Georgia Southern University
Staff Council
Meeting Minutes
July 18, 2012**

Members/Alternates Present: Dorsey Baldwin, Pattie Beblowski, Bo Galvin, Heidi Harsha, Carter Walton, David Thompson, Kent Tatum, Sitting in for Chandra Cheatham: Liza Williams

Advisor: Paul Michaud

Absent: Amber Blair, Chandra Cheatham, Lisa Bridges, Jill Forehand, Lisa Lee, America Minc, Debbie Tyson, and Alan Woodrum.

Approval of June Minutes: Minutes from the June meeting were not available to be approved, they will be approved at the August meeting.

Treasurer Report: A treasurer's report was not available.

Old Business

Committee Member Terms: An email was sent to committee members to determine their start date on Staff Council so that we can begin the process to fill vacant seats.

Member	Position	Division	Start Date	End Date
Dorsey Baldwin	Chair Person	SAEM	2009	2013
Amber Blair	Member	Academic Affairs	2008	
Lisa Bridges	Secretary	Research	2011	2013
Chandra Cheatham*	Treasurer	Business & Finance	2009	2012
Marc "Bo" Galvin	Member	Business & Finance	2011	2013
Heidi Harsha	Member	Information Technology	2010	
Jill Forehand	Member	University Advancement	2011	
Lisa Lee	Member	Business & Finance	2010	
America Minc	Member	SAEM	2007	
Linda Smith*	Parliamentarian	Academic Affairs	2011	
Kent Tatum	Member	Business & Finance	2008	
Debbie Tyson	Member	Business & Finance	2011	
Alan Woodrum*	Past-Chair	Academic Affairs	2008	2012
Carter Walton	Chair-Elect (At-large)	SAEM	2011	2014
Patti Beblowski	At-Large	Information Technology	2011	2013
C. David Thompson	At-Large	University Advancement	2011	2013
Joan E. Greenlee	At-Large	Business & Finance	2011	2013
Paul Michaud	Advisor	Business & Finance	n/a	n/a

**Need to fill this vacancy*

Scholarship – No report available.

Tobacco-Free Campus Initiative: America is waiting to hear back from Dr. Krug regarding the process of requesting a resolution from the faculty senate.

State Staff Council Conference: Bryan Hooks and Patti Beblowski are co-chairing the conference and will be meeting with Carter and Dorsey today for initial discussions. After the meeting today, Bryan and Patti will be contacting staff council members who signed up to be on the conference planning committee to schedule work sessions.

New Business

Executive Committee Nominations: The following nominations were e-mailed to Carter before the meeting today:

Chair-Elect – Bo Galvin, and Patti Beblowski. The following members were nominated and accepted during the meeting:

Treasurer: Heidi Harsha; **Parliamentarian:** David Thompson. **Additional nominations will be accepted until Friday, July 27th and can be e-mailed to Carter Walton.** After all nominations have been received, Carter will create an electronic ballot to e-mail to all staff council members.

2012-2013 Calendar: Lisa will send a meeting invitation to all staff council members for the 2012-2013 meeting dates and locations. The August, November and December meeting will not be held on the 3rd Wednesday due to convocation in August, Thanksgiving Break in November, and the Christmas holiday in December. The meeting dates for those months are: August 8th, November 14th, and December 12th. Dorsey will add all of our meeting dates and events to the Staff Council Google calendar and share that calendar with all staff council members.

Other important dates there were highlighted were:

- Convocation – August 15th
- A Day for Southern – September 11th
- USG Staff Council Conference – October 2nd & 3rd
- Benefits Fair – October 18th
- Eagle Coat Drive – November 12th – December 14th
- Merit & Service Award Ceremony – January 9, 2013
- Staff Picnic – May 16, 2013

HR Updates:

- **Living Wage** - went into effect on June 23rd, the salary for approximately 380 people was increased to \$23,050. To address salary compression with those staff members and their supervisors, approximately 30 supervisor's salaries were increased to \$25,050.
- **Compensation Task Force** - the new Provost Dr. Jean Bartels has decided to keep this task force intact.
- **Background checks** – HR performs background checks on all positions (faculty, staff and students) including volunteers. During FY 2011 HR spent \$54,000 on background checks and FY 2012, \$98,000. HR and the Division of Business and Finance is evaluating the cost structure of paying for the background investigations.
- **New Policies** – there are several pending policies that will be presented to the President's Cabinet, they include: workplace gossip; provisional period; retaliation; and military leave (revised).
- **Performance Evaluations** – all staff with 6 months or more of service have to have their evaluations completed by July 31st.
- Paul Michaud's title has been revised, he is now the Associate Vice President for Human Resources, this change needs to be reflected in the Staff Council By-Laws.

Announcements

Eagle Dining Services: Eagle Nest will open during the fall semester. The Pickle Barrel will replace Snackers in the Russell Union.

Meeting Adjourned: 10:50 a.m.

Next meeting will be held on August 8, 2012.

Professionally Submitted,
Dorsey Baldwin