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Staff Council Meeting Agenda and Minutes

Human Resources

2-21-2020

Staff Council Meeting Minutes

Georgia Southern University, Staff Council

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Staff Council Meeting
February 21, 2020 | 9:00 -11:00 AM
Statesboro | Nessmith-Lane Conference Room 2911
Savannah | Solms Hall 207
Liberty | Conference Room 128

Present: Paul Barnes, Tina Brookins, Rebecca Carroll, Frank Collins, Mary Driggers, Theresa Duggar, Ava Edwards, Lakesha Hill, Christopher Johnston, DeAnn Lewis, Memory Littles, James Michael Morgan, John Pate, Lindy Sherwood, Nick Shrader, Trina Smith, Ashley Thornton, and Jessica Weaver.

Regrets: Adrienne McCollar, Katherine Lewis, Brenda Richardson, and Dee Thompson.

Absent: Megan Bouchillon and Shartesia Jackson

Call to Order The meeting was called to order at 9:00 am.

All present were requested to adhere to Robert's Rules of Order.

Human Resources - Updates from Mrs. Rebecca Carroll, AVP as follows:

- Change Management Team
 - There is a new Change Management Team. A communication will be sent to the campus to inform everyone about new and ongoing initiatives.
- Performance Evaluations
 - Performance evaluations are near completion. Some managers requested an extension.
 - Vicky Shaw is the contact person for managers who need additional time to complete the performance evaluations.
- MyHelp Metrics
 - 2,355 tickets were submitted and resolved in January. The customer satisfaction rating is 94.89%

AVP Carroll invited questions from members.

Question: Is there an update on the USG Critical Hire Justification Process?

Answer: Under the Critical Hire Process, any position that pays more than \$40,000 annually must be approved by the USG Office. It is an intense process. Right now, it is indefinite until further notice. There is a possibility for it to last up to 2 or 3 years.

This concluded updates from Human Resources, AVP Carroll.

Information Sharing and Gossip

- The Eagle Expo, a career fair for GS students, will be February 26th from 12 pm to 4 pm at the RAC on the Statesboro Campus.
- Spring Family Weekend (Armstrong Campus) is this weekend. A block party is scheduled for tonight, followed by a movie. If the weather permits, it will be outside. Otherwise, the event will be moved indoors. Faculty, staff, students, community members, and families are welcomed. There is no cost.



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- 2020 USG Well-being kick-off events will be held on both campuses. There will be a lab and interactive sessions to help staff get started. Staff can earn up to \$100 by participating in wellness activities. On Tuesday, February 25th, on the Armstrong Campus, the activities will be in the Student Union Ballroom A (10:00 am) and Solms Hall Room 205 (12 noon). On Wednesday, February 26th, on the Statesboro Campus, the activities will be in the Russell Union Room 2048 (10:00 am) and Rosenwald, HR Training Room (12 noon).
- President Marrero had an evening with the President in Atlanta on February 19th. A large number of students and alumni live in the Atlanta-Metro Area. The event was successful and well attended.
- Is East Georgia State College merging with Georgia Southern? No. At some point in the near future, the EGSC Statesboro Campus will be moving to Nessmith-Lane and the GS offices currently housed in Nessmith-Lane will be moved to the EGSC building on Highway 301.
- Is there any information about Georgia Southern merging with Savannah State University? There are no plans to consolidate with Savannah State. SSU asked Justin Janney to serve as the Interim Vice President of Business and Finance. This temporary arrangement was approved by Dr. Marrero.

Consent Agenda and Minutes of Meeting

- Adoption of agenda
- Adoption of minutes from January 17, 2020. Motion was approved and seconded.

Committee Reports

- Treasurer Report
 - ARM Discretionary Fund (Acct#2072): \$1,053.62
 - ARM Scholarship (Acct# 7071): \$1,283.54 (*Does not reflect textbook scholarship awards*)
 - Statesboro (Acct# 0869): \$2,745.23
 - Statesboro (Acct# 7110): \$10,549.88 (*Does not reflect Night Shift Appreciation Breakfast*)
- Bylaws Committee
 - All members were sent a copy of the proposed amendment and the voting procedures prior to the meeting. The Chair reviewed the voting procedures.
 - An amendment was drafted by the committee to increase the number of Staff Council members. The rationale for the amendment is to ensure equal representation and equal voting power for all three campuses. The new structure will make the overall responsibilities more manageable.
 - The number of employees by campus is as follows: 1,663 Statesboro (85%), 283 Armstrong (14%), and 6 Liberty (1%). The new structure eliminates the At-large category and increases total membership to 40. The new structure proposes representation as follows: 30-Statesboro, 9-Armstrong, and 1-Liberty.



- The Chair motioned to bring the amendment for discussion. The motion was seconded and the floor was opened. Following a discussion, the Council voted. In favor, 16 (10 Statesboro and 6 Armstrong); Opposed, none. The motion was carried unanimously.
- Communications Committee
 - No updates.
- Fundraising and Scholarship Committee
 - Based on the selection criteria and the account balance, 12 recipients were granted textbook scholarship awards at \$50 each. There were six undergraduate recipients and six graduate recipients. These awards are for the spring semester.
- Staff Development Committee
 - Staff Professional Development Conference.
 - Registration was opened and reached maximum capacity within 3 days.
 - There are a couple of session changes because some of the speakers are not available.
 - Human Resources will be conducting a session this time.
 - The satisfaction survey will be revised.
 - Staff Council members will be assigned as room monitors to support the speakers.
 - Computers will not be used this time. The check-in process has been streamlined.
- Staff Outreach and Special Events Committee
 - Staff Professional Development Conference (*All hands-on deck*)
 - Ashley has created a sign-up sheet for the SPDC conference. It will be sent out after the meeting. Members are asked to sign up no later than February 28th.
 - Training sessions are being planned so that everyone is informed.
 - AVP Carroll wants all members to work with their supervisors for approval to attend and or host the conference. Should anyone have a problem with their supervisor, they should contact her so that she can help mediate.
 - Service Day (Armstrong Campus)
 - The Plastic Mats Proposal Project has been selected for the spring service initiative. This organization repurposes plastic bags by converting them into mats. The mats are distributed to homeless persons. Any staff member who is interested to participate will be able to do so. The project will take place on campus during normal workdays and hours. More information is forthcoming.
 - Staff Picnic
 - The committee is working with Dr. Marrero on the dates for the annual picnic. There will be a raffle. More information is forthcoming.



USG Staff Council - Updates from Mr. Jasper Stewart are as follows:

- The USG Staff Council Quarterly meeting was on February 19, 2020.
- Ms. Farrah Williams did a [well-being presentation](#). There are several ways in which staff can earn the \$100 well-being credit. All staff are encouraged to participate.
- Dr. Juanita Hicks also gave a presentation. She responded to the [Top 5 concerns](#).
- Officer nominations for USG Staff Council are open until March 20th. The slate of candidates will be sent to USGSC by April 1st and the voting will take place on May 20th.
- The USGSC Conference will be October 8-9, 2020 at Fort Valley State University. [Save the Date](#). The conference was planned to coincide with the [Georgia National Fair](#).
- GS is invited to be on the Advisory Council to host the conference.

Important Dates

- Next Staff Council Meeting, March 20, 2020 | 9 - 11 am
- Staff Professional Development Conference | March 10, 2020
- Faculty/Staff Awards and Recognition | April TBD

Meeting Adjourned

Minutes recorded and submitted by Dylitchrous Thompson