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Staff Council Meeting Agenda and Minutes

Human Resources

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11-16-2018

## Staff Council Meeting Minutes

Georgia Southern University, Staff Council

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*Need approval after request to edit during 12/14/2018 meeting*

**Present:** Katherine Arntzen, Todd Cross, Andrew Dies, Fernando Foster, Lakesha Hill, Angel Howard, Christopher Johnston, Colby Lamb, Philip Leroy, Katherine Lewis, Adrienne McCollar, Jason Salzer, Nick Shrader, Trina Smith, Dee Thompson, Jessica Weaver; **Officers:** Brenda Richardson (Chair), Laura Pallini (Treasurer) Danira Beckmann (Secretary), Ava Percell (Chair-Elect); **Regrets:** Rebecca Carroll, Sybil Kirkland; Jasper Stewart; **Absent:** Greg Crawford (Parliamentarian), Danny Frazier, Patrice Kerner, Brittany McLamb, Reginald Scott.

#### **Call to Order/Opening Remarks:**

The Chair called meeting to order at 9:04 a.m.

#### **Adoption of Agenda and Meeting minutes**

- Agenda: November 16 and Meeting Minutes (MoM) October 26, 2018
  - Ava moved and seconded for the adoption of agenda and MoM. Motion carried UNANIMOUSLY by MAJORITY.

#### **Treasurer Report**

Treasurer reported on the following accounts:

- ARM Discretionary Fund (Acct#2071): \$1,046.95
- ARM Scholarship (Acct#7071): \$1,233.54
- Statesboro (Acct#0869): \$2,710.75
- Statesboro (Acct#7110) \$15,212.56

The consolidation of these accounts is put on hold until the next fiscal year.

#### **Committee Reports**

- **By-Laws Committee:** Committee Chair not present
  - no report
- **Communications Committee:** Committee Chair, Adrienne McCollar reported
  - Educational funding opportunities will be part of the SC site.
  - Request made to new members to send in their headshots to post on website
  - Working on additional initiatives such as *Tell me something good...*
  - Expect more information at the next SC meeting.
- **Fundraising and Scholarship Committee:** Laura Pallini
  - Applications for Spring is open and currently posted on the webpage
- **Staff Development Committee:** Dani Beckmann
  - Committee decided to move the Lunch-n-Learns for Spring
- **Staff Outreach Committee:** Ava Percell
  - Wrapping up the Warm Clothing Drive - a lot of donations!
    - Distribution of donated coats is scheduled for November 26 - 30th.
    - Dani has sent out sign-out sheets
  - Holiday Receptions
    - Hinesville reception is scheduled for December 14th. This will be the same day as the SC December meeting.
    - December 17 is the Statesboro Holiday Reception 3 - 5 PM and December 18 is the Armstrong Campus 3-5 PM
      - Door Prizes will be provided.
      - Ugly sweater competition
      - President Nickel will be present

#### **Old Business**

- Protocol for death announcements was released to employees.

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### **New Business**

- The December meeting will be scheduled at the Hinesville campus on December 14.
- By-laws regarding members participation. It was reported that half of the SC members have missed more than half of the meetings to-date. The SC President has asked for more active participation and is inviting the SC members for ideas to increase active participation.
- New Member - Deanne Lewis and Cybil Kirkland have officially joined.
- Staff Awards
  - Ava and Brenda have met with HR to discuss redrafting these awards to represent the new university.
  - An ad-hoc committee will be formed before January 2019 to determine details such as the financial/monetary piece, venue, etc.
- Staff Council and Faculty Senate initiative: the goal is to build, foster a working relationship and open lines of communication between the SC and Faculty Senate
  - An Ex Officio Roles - the Past chair from each committee will serve in this role and attend SC or FAC meetings as a non voting member.
    - To begin next year (2019-2020) - waiting for ex-officio at the Faculty senate side.

### **President Updates**

- The President was unable to attend.

### **Updates from Human Resources**

- HR Advisor was not present, but reported no updates at this time

The SC Chair solicited questions/concerns from the SC members to take back to HR Advisor; the following questions came from the SC members:

- General information on CAR
  - Is there a report that will be released to all employees?
  - Asked to have regular updates on CAR as they become available.
  - Concerns that managers are not communicating updates
- Communication concerns in general about
  - Salary study
  - Hiring process
  - Budget cuts and redirection
- A request was made for HR to help foster a more transparent working environment.

SC Chair will bring these items to the attention of the HR Advisor.

### **Announcements**

- Executive Committee Meeting – December 7, 2018
- Staff Council Meeting – December 14, 2018
- Warm Clothing Drive Collection Dates - October 22 – November 16

### **Important Dates**

- no updates

### **Adjournment**

Meeting adjourned at 10:08 a.m.

Submitted :: Danira Beckmann