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Staff Council Meeting Agenda and Minutes

Human Resources

4-16-2021

Staff Council Meeting Minutes

Georgia Southern University, Staff Council

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Staff Council Meeting
April 16, 2021
Zoom | 9:00 am - 11:00 am

Administration/Guests: Annalee Ashley, Maura Copeland, Dr. Brian DeLoach, Dr. Patricia Holt, Dr. John Lester, Dr. Shay Little, Dr. Kyle Marrero, Dr. Carl Reiber, Vickie Shaw, Ron Stalnaker, Jasper Stewart, and Robert Whitaker.

Staff Council: Will Avra, Paul Barnes, Jeff Blythe, Nichole Booker, Victoria Brannen, Janee Cardell, Franklin Collins, Kimberly Couch, Tiffany Courdin, Kelly Crosby, Cinnamon Dowd, Mary Driggers, Andrew Durden, Ava Edwards, David Henry, Jessica Hersey, Devon Hodges, DeAnn Lewis, Memory Littles, Hal McCool, Michael Morgan, Michael Murphy, John Pate, Matthew Pulliam, Betsy Reaves, Matthew Reynolds, Matthew Shingler, Hollie Sisk, Lindy Sherwood, Trina Smith, Allen Stovall, Greg Surette, Scott Taylor, Ashley Thornton, Tommy Thurson, Lauren Tremble, and Jennifer Wise. Regrets: John Ramfjord. Absent: Tina Brookins, Theresa Duggar, and Jonathan McCollar.

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

Consent Agenda and Minutes of Meeting

- **Adoption of consent agenda**
 - Motion to adopt by Hollie Sisk; seconded by DeAnn Lewis. None opposed.

Presidential Updates & Comments – Updates from Dr. Kyle Marrero are as follows:

- **COVID-19 Updates**
 - State number of positive cases remaining low and stable
 - Regional number of cases
 - Bulloch County: 62 cases per 100,000
 - Chatham County: 110 cases per 100,000
 - Liberty County: Cases per 100,000 still hovering in the 300s
 - Local hospital systems
 - Region J is stable in terms of capacity, trending down
 - 7.3% of hospital beds being used for COVID positive patients
 - Vaccine Update
 - Brian DeLoach
 - Today - MAC gym at the RAC
 - Moderna - over 200 first doses scheduled
 - Wednesday, April 21 at MAC Gym
 - Opportunity for first doses
 - Gulfstream/Southcoast partnership
 - Armstrong Campus
 - Open POD for entire Savannah community
 - Every Tuesday and Thursday in the Armstrong Center ballroom
 - Moderna
 - Campus community still encouraged to get vaccinated at any location they can
 - [Georgia Vaccination Locator](#)
 - Johnson & Johnson vaccine still on hold
 - We are well over 4,500 shots in arms!
 - Many thanks to all faculty and staff that have helped with all these PODS!
 - True interdisciplinary effort that has allowed the Health Center to stay open without disruption in service.



- **Employee Engagement Survey**
 - Townhall was last Monday, 4/12
 - Presentation, Results, and FAQs [available on website](#)
 - This is a tool for improvement for our leaders to make specific action plans
 - Training sessions have already begun for the leaders for creating action plans
- **Budget Update**
 - Board of Regents met Tuesday, April 13
 - Convocation construction provided at \$36.7 million
 - Formula funding growth also provided
 - FY22 Budget Planning Documents can all be found on MyGeorgiaSouthern homepage
- **Stimulus Funds**
 - HEERF 2 funds
 - Disseminated \$11.3 million of funds to students
 - Plans for remaining \$25 million received for Institutional funding (mandatory fees, auxiliary fees, student activities, parking, athletics, etc. - any lost revenue) has been sent to USG office for approval
 - American Rescue Plan
 - Will receive \$32 million in institutional support that can be used over the next two years
 - Dollars must be aligned strictly with lost revenue
- **VPBF Search**
 - Consensus was to discontinue the search at this time
 - Ron Stalnaker will step in as interim
 - Justin Janney returning as Chief Financial Officer
- **Questions:**
 - Are we still under COVID caps for classrooms for the summer semester?
 - As it stands right now, we are still planning those caps. Accommodations will continue into summer for faculty and staff. We will depend on future Governor executive orders that can allow us to modify as well as continuing to follow CDC and Department of Public Health guidelines.
 - Tuition carry forward was supposed to sunset this year. Do we know if that has been extended or not?
 - Yes, it was passed to renew for five years. There was also much discussion about other fee accumulation of unspent dollars (dept. sales, services, etc). Because of that, the legislative body has requested a committee to be put together to study fees through the summer and report back some guidelines for the future. Also, there was zero tuition increase passed for all 26 USG institutions and no fee increases for our students.

This concluded updates from Dr. Marrero

Human Resources - Updates from Vickie Shaw are as follows:

- **Building a Better U**
 - New platform launched April 1, 2021
 - System doesn't currently allow you to track outside training in that space
 - Currently working with ITS to create system for tracking all professional development hours
- **OneUSG Update**
 - Time and Absence profile updated to be more user friendly
 - HR sent out [instructional video](#) to campus on April 9th
- **Mental Health Resources**
 - Accolade health assistant



- There to assist with healthcare in general
- Can connect you with providers, answers questions related to coverage, explain EOBs, etc.
- **KEPRO**
 - Employee assistance program
 - More information can be found on HR's [mental health resources webpage](#)
- **Employee Wellness Coordinator**
 - Interviews have concluded and position should start soon!
 - New coordinator will help promote mental health resources and USG wellness resources, as well as create programs specifically for our campuses
- **HR Metrics**
 - HR Ticketing System for Month of March
 - Received 925 calls (little less than 10% decrease in volume)
 - 1,642 new tickets created
 - 2,145 solved
 - Overall satisfaction rating = 97.22%

This concluded updates from Human Resources.

Treasurer Report | Paul Barnes

- Shelley Merrick Textbook Scholarship Fund = \$1,835.80
- Staff Council Advisory Discretionary Fund = \$ 1,053.62
- General Staff Council Account = \$3,755.73
- Staff Development Account = \$15,109.73

Committee Reports

- **By-Laws Committee | Michael Morgan**
 - Began process for General Staff Council nominations
 - Elections timeline forthcoming
- **Communications Committee | Lindy Sherwood**
 - Super secret project in the works! Stay tuned!
- **Fundraising and Scholarship Committee | DeAnn Lewis**
 - No updates at this time
- **Staff Development Committee | Hollie Sisk**
 - Wrapped up last professional development session last Wednesday, 4/14
 - Call for suggestions for future sessions
- **Staff Outreach and Special Events Committee | Scott Taylor**
 - Staff Appreciation Picnic
 - Late May/Early June
 - Held in person on both Armstrong and Statesboro Campuses
 - All public health guidelines will be followed
- **President's Diversity Advisory Council (PDAC) | DeAnn Lewis**
 - Info session: OIE Grants
 - April 22, 1:00pm
 - [Register here!](#)
- **Ad Hoc Committees**
 - **University Awards Committee**
 - Winners have been announced
 - Small reception will be held for those recipients
 - **Inclusive Excellence Action Plan | Trina Smith**
 - Received feedback from Dr. TaJuan Wilson
 - Not many suggested edits, but committee will be meeting soon to make final revisions



Old Business & New Business

- No old business to discuss
- **New Business**
 - Staff Council Executive Committee Election Results
 - Thanks to those willing to serve!
 - Chair: DeAnn Lewis
 - Chair-Elect: Scott Taylor
 - Treasurer: Matthew Pulliam
 - Secretary: Cinnamon Dowd
 - Parliamentarian: Kelly Crosby
 - Positions start date is July 1, 2021

Important Dates

- Annual USG Conference - October 7-8, 2021
 - Georgia Tech hosting virtually
- Next Staff Council monthly meeting - May 21, 2021

Meeting Adjourned at 9:52 am

- Motion to adjourn by Kimberly Couch. Seconded by DeAnn Lewis. None opposed.

Minutes recorded and submitted by Ashley Thornton.