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Staff Council Meeting Agenda and Minutes

Human Resources

1-22-2021

Staff Council Meeting Minutes

Georgia Southern University, Staff Council

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Staff Council Meeting
January 22, 2021
Zoom | 9:00 am - 11:00 am

Administration/Guests: Annalee Ashley, Maura Copeland, Dr. Brian DeLoach, Dr. John Lester, Dr. Kyle Marrero, Dr. Carl Reiber, Vickie Shaw, Ron Stalnaker, Robert Whitaker, and Dr. TaJuan Wilson.

Staff Council: Will Avra, Paul Barnes, Jeff Blythe, Nichole Booker, Victoria Brannen, Tina Brookins, 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, Jonathan McCollar, Hal McCool, Michael Morgan, Michael Murphy, John Pate, Matthew Pulliam, John Ramfjord, Betsy Reaves, Matthew Reynolds, Matthew Shingler, Hollie Sisk, Lindy Sherwood, Jasper Stewart, Trina Smith, Allen Stovall, Greg Surrette, Scott Taylor, Ashley Thornton, Tommy Thurson, Lauren Tremble, and Jennifer Wise. Regrets: Theresa Duggar. Absent: None.

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

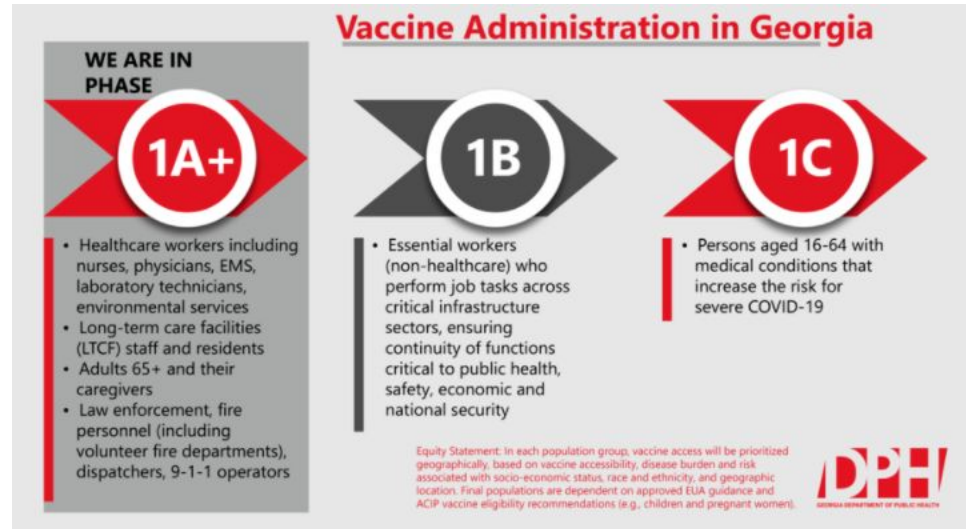
Consent Agenda and Minutes of Meeting

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

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

- **COVID-19 Updates**
 - Acceleration of case positives have begun to level off and curve starting to trend down
 - Cases still extremely high
 - Hospitals full but stable
 - State is Tier 3, Region is Tier 2
 - Regional number of cases
 - Bulloch County: 466 cases per 100,000
 - Chatham County: 595 cases per 100,000
 - Liberty County: 418 cases per 100,000
 - Local hospital systems
 - Region J is stable in terms of capacity
 - Vaccine Update
 - State of Georgia is only receiving 80,000 vaccines per week (10.6 million residents in Georgia)
 - We are ready to administer the vaccines once we receive them, but we are still waiting to receive them.
 - Still discussing possibility of receiving vaccines as an open pod
 - Communication will be quick once we receive vaccines and can disseminate
 - Ron Stalnaker
 - Paulson Stadium parking lot possible location for mass dissemination site
 - Parking lot across from UPD offices on Armstrong campus also identified as possible location
 - We have the physical resources and the human resources - only missing the actual vaccine
 - Brian DeLoach
 - Even when we receive vaccines, we are only allowed to give to those that are in the 1A classification (those over 65, health personnel, etc.)
 - Not allowed to open to everyone until vaccine supply allows federal/state to increase allocation

- Emergency equipment on hand in health facilities to deal with any adverse effects
- EMS will be on site at drive up vaccine sites to deal with any adverse effects



- Phase chart available from [DPH website](#)

- **Enrollment Updates**

- Spring enrollment
 - After 1st week:
 - 2% up in headcount
 - ½% up in credit hours
 - After final drop for non-payment date:
 - 291 headcount above total from last Spring
 - Credit hours are lagging behind
 - Average student enrolled in 11.91 credit hours vs. 12.15 hours last spring

- **Legislative Session**

- Governor dropped budget, which showed great growth for next year
- FY2022 Budget - We received ⅓ of the construction budget for the new Convocation Center
- No merit increase introduced for state employees

- **Stimulus Funds**

- Passed by former federal administration
- Provide one-time dollars for revenue loss (helps with waived fees, no housing/dining fees, etc.)
 - Will be able to shore up our accounts that suffered 12 to 16% loss over last year to make us whole

- **Employment Engagement Survey**

- 30% of staff participated in Campus Climate Survey
 - Results will be shared in February by Office of Inclusive Excellence
- Next survey will be March 1 - 15, 2021
 - An Informed Engagement Survey
 - Perception of your connection, engagement, alignment, and sense of environment in terms of how you're being invested in for professional development, career growth, etc.



- Encompasses 4 leader structures
- Confidential and anonymous - handled by StuderGroup
- **Questions**
 - Who makes the decision of when and how we can move on to the next stages of vaccine delivery? If we were to be chosen as an open pod and able to disseminate vaccines to campus and the general public, do we still have to stick to Phase 1A?
 - The state decides what phase we are in and we are not allowed to move to Phase 1B until they decide to change the phase at the state level.
 - We are offering to partner with the Georgia Department of Public Health and be an open pod vaccination distributor, because that moves us up the priority list to receive vaccines.
 - Vaccines are allotted to the state of GA by the federal government. State then looks at entire list of who has requested vaccine and then allots to each provider (some get more; some get less; some get none). 40,000 per week automatically go to long term and nursing facilities. We can't go to Phase 1B until state determines it, but serving as an open pod moves us up the list for access to vaccines
 - We have the space, but need the vaccines. They have the vaccines, but need the space. Partnering with DPH gets vaccines disseminated quicker and to more people
 - If we operate as a closed pod, Phase 1B would include all GS faculty and staff, but not immediate family - only employees
 - General student population would fall in 1C phase
 - As vaccines become available, when employees go for their first vaccine dose, can they schedule a second shot so that they are sure they get their second dose?
 - Vaccine administrators have been instructed that they give every dose that they receive and trust that they will receive second shipment.
 - You will actually schedule both first and second date of your doses at the same time.
 - You will get contacted either by phone or email to sign up in the portal for an appointment if you are eligible to receive a vaccine.
 - What have we done with the 200 doses we have received so far?
 - 110 of those doses have been administered to identified groups on campus, such as those working in health center, environmental services staff, campus athletic trainers, law enforcement, mental health providers, etc.
 - Of the 80,000 total vaccines being distributed by the state per week, how many are Moderna and how many are Pfizer?
 - No specific count, just 80,000 vaccines.
 - We are receiving Moderna because we do not have the refrigeration capabilities necessary to store Pfizer.
 - Has the partnership with DPH been finalized or only discussed?
 - Not finalized as of yet, we are working through paperwork right now
 - With the budget hearings being pushed back timewise, are we looking at the budget prep timeline being pushed back as well in order to prep for the new fiscal year?
 - We are following calendar deadlines on the State budget website and don't foresee any changes that needed to be made.
 - We are planning as much back to normal as possible by August start
 - Too soon to know, so still planning for all contingencies
 - Are we committed to the Moderna vaccine for the rest of the period? Johnson & Johnson is coming up with vaccines that are only one dose. Are we able to switch between vaccines if we have storage capabilities?



- We will deploy what is distributed to us. Whatever brand they give us, we will distribute. However, if you receive 1st dose from Moderna, you must receive the 2nd dose from Moderna.

This concluded updates from Dr. Marrero

Mental Health Resources | VP Shay Little & Jodi Caldwell, Executive Director of the Counseling Center

- **H.E.R.O Folder**
 - Each employee will be receiving copy in the mail
 - Not printing for students, but identifying other means of distribution
 - Electronic access [available here](#)
- Both Dr. Little and Dr. Caldwell gave the Council an overview of this new mental health initiative and encouraged staff to contact Dr. Little's office for more information or to request that someone come to specific offices to walk employees through.

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

- **USG Mental Wellbeing Opportunities**
 - Resources available to faculty and staff
 - Anthem Mental Health coverage
 - Accolade can assist in finding an in-network provider
 - LiveHealth Online Psychology
 - Available to everyone, not just those with health care coverage
 - Kepro
 - Employee Assistance Program
 - No benefits needed to access
 - Offers more assistance than just mental health
 - Up to 4 sessions, per counseling issue at no charge
 - GS Psychology Clinic
 - Appointments can be made by contacting the clinic on Statesboro campus at 478-7685
 - Armstrong and Liberty campus employees can also work with that clinic
- **Monthly Newsletter**
 - Lots of resources included each month
 - This month:
 - Performance evaluations
 - All need to be completed by end of February
 - COVID manager checklist
 - Family First Corona Response Act - expired December 1, 2020
 - Waiting for new federal administration to determine renewal
 - Wellness calendar
- **HR Metrics**
 - HR Ticketing System for Month of December
 - Received 599 calls
 - 1,359 new tickets created
 - 1,394 solved
 - Overall satisfaction rating = 95.48%
- **Questions**
 - Staff Council was reminded to encourage staff to use the ticketing systems for both HR and Legal in order to receive answers and guidance on individual, specific questions.

This concluded updates from Human Resources.



Campus Campaign Update | Shannon McClure, Director of Annual Giving

- **For the Love of Blue**
 - Annual Giving is responsible for approximately \$1 million of donations
 - Largest initiative is For the Love of Blue (FLOB)
 - Last year's FLOB totals:
 - Raised \$151,000
 - 37% faculty/staff giving rate
 - This year's totals goal:
 - \$200,000
 - 50% faculty/staff giving rate
 - Campaign will run February 1 - 15th

Treasurer Report | Paul Barnes

- Shelley Merrick Textbook Scholarship Fund = \$1,821.30
- Staff Council Advisory Discretionary Fund = \$ 1,053.62
- General Staff Council Account = \$2,909.73
- Staff Development Account = \$15,190.73

Committee Reports

- **By-Laws Committee | Michael Morgan**
 - Jennifer Wise added to By-Laws committee
 - No other updates at this time
- **Communications Committee | Lindy Sherwood**
 - No updates at this time
- **Fundraising and Scholarship Committee | John Ramfjord**
 - No updates at this time
- **Staff Development Committee | Hollie Sisk**
 - New professional development session
 - Friday, January 29th - Get it Done with Google Tools
 - Registration open by Monday, 1/25
- **Staff Outreach and Special Events Committee | Cinnamon Dowd**
 - No updates at this time
- **President's Diversity Advisory Council (PDAC) | DeAnn Lewis**
 - All central units and divisions have met and are on track to have action plans ready by March deadline
 - Staff members should be contacted within their own division or college for review before final version is completed
- **Ad Hoc Committees**
 - **Inclusive Excellence Action Plan | Trina Smith**
 - On target to present draft to Staff Council at February's meeting
 - Will take feedback from Council members and consider revisions before submitting final version
 - **Conference Committee**
 - February 17 - 18, 2021
 - Repeat sessions of Fall sessions to reach additional staff that were not able to participate
 - **University Awards Committee**
 - Nominations and applications being reviewed currently
 - Winners announced in April

Old Business & New Business

- None reported at this time



Important Dates

- Professional development Conference, February 17-18, 2021
- Next Staff Council Monthly Meeting, February 19, 2020

Meeting Adjourned at 10:45 am

- Motion to adjourn by DeAnn Lewis. Seconded by Michael Morgan. None opposed.

Minutes recorded and submitted by Ashley Thornton