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Staff Council Meeting Agenda and Minutes

Staff Council

2-17-2023

Staff Council Minutes

Georgia Southern University

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Staff Council Meeting
February 17, 2023
Zoom | 9 a.m.

Administration/Guests: Dr. Bill Dawers, Dr. Carl Reiber, Dr. Kyle Marrero, Leigh Price, Jasper Stewart, Joey Reeves, Trina Smith, and Vickie Shaw.

Staff Council: Akilah King, Andrew Durden, Anne-Marie Grayson, Annette Ramos, Audra Taylor, Ben Wicker, Bonnie Overstreet, Brian Mizeski, Catherine Bishop Hoopaugh, Courtney Cheshire, DeAnn Lewis, Jahmal Rainey, Jessica Hersey, Jonathan Hoopaugh, Kelly Crosby, Kelly Kennedy, Kelli Lemieux, Kristen Rappa, Kyra Larry, Lashanda Hicks-Griffin, Leigh Johnson, Lindsey Michaud, Natalie Coto, Nicole Marshall, Nicholas Sparacio, Nikki Warner, Philip Leroy, Robert Hisey, Scott Taylor, Shaun Edwards, Summer Snowden, Tajae Francis, and Yolanda Hernandez. **Regrets:** George Stoval, Jodi Kennedy, Katie Fester, Shaneisha Lonon-Bryant, and Tenisha Martin.

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

Consent Agenda and Minutes of Meeting

- **Adoption of consent agenda**
 - Motion to adopt by Audra Taylor; seconded by Andrew Durden. None opposed.

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

- Acknowledgment and thanks for all the Black History Month events and the departments involved in planning and implementing, the Office of Inclusive Excellence and Office of Multicultural Affairs. A great testament to the efforts around DEI on our campuses.
- Enrollment: a couple of weeks away from B term. That will drive our final census numbers.
 - Census is due Friday, March 3rd.
 - 23137 -23200 - 1/5 % gain this spring of the 5.9 that we lost Fall to Fall.
 - Summer is looking good now. We are still 11/12 weeks out.
 - Tracking 4.96% down from Summer to Summer.
 - Fall 2023 - 26 weeks out
 - Top of the funnel - tracking where we have been in the past at this point in time. A little over 17,000 applications. We want to hit 20,000.
 - The issue last year was the yield mostly due to a lack of test scores in applications.
 - Completed applications and accepted students are up 31.61% from last year.
 - Not yielded yet. We look at housing applications, which are up right now.
 - We also look at financial aid to see how serious they are about attending Georgia Southern.
 - Additionally, we look at registration at SOAR sessions over the summer.
 - Dual enrollment, transfers, and graduate student applications are all tracking up at this time as well.
 - All signs are looking at a recovery in the Fall 2023 semester. Our goal is 25,800, which will be a little over 1% growth from Fall 2022. The freshman class will mark our growth, and we hope to have some graduate growth as well.
 - Retention is also important. Fall 2022 retention from fall to spring - 93%
- Legislative session
 - In the finalization of the FY23 amended budget - based on revenue from the year, they will reconcile or give funding in areas that are priorities. Has gone through the House and will go through the Senate next.
 - Believe the amended budget will be completed in the next week.
 - Things we are watching in the FY23 amended budget are:
 - August University - \$1.5 million in software management

- Opportunities for Savannah Logistics and Management Center - one-time funding to help with that project to help with start ups coming through the center. The second cohort will start in March and be with us for four months.
- FY24 Budget - started hearings
 - Items we are watching in the FY24 Budget
 - \$2,000 COLA Living increase for all fully benefited state employees.
 - Formula funding - seems to be holding fine. We will have small growth from FY22 that we will see.
 - Employer cost of increases of health benefits - that is making it through the process. If the state does not fund it, the institution will be responsible for that recurring cost.
- SGA Leadership Day at the Capitol last Wednesday, January 18.
 - They met with legislators and were recognized during the House and Senate sessions.
- Employee Engagement Survey - please be sure to engage and complete the survey. We will have results to roll out the first week of April.
 - February 22 - info sessions at 10 am and 3 pm.
 - This is a great opportunity for continuous growth and improvement.
- Georgia Southern Arbor Day is Today
 - On the 3rd Friday of February, we will plant trees on campus. Opportunity for us to nurture our Tree Designated Campus status.
- Armstrong Taskforce
 - Launched 8 programs for the Armstrong Campus; two are new - Marketing and Management. The other 6 programs are being elevated and marketed.
 - Phase II - 3-5 year plan that sets the identity and path of the Armstrong Campus and its importance to the region.
 - Listing sessions with students are occurring.
 - We will also have some faculty and staff sessions as well.
- Professional Development Opportunity
 - [2023 Legal Bootcamp sessions](#)
- **Questions and Answers:**
 - **No Questions**

This concluded updates from Dr. Marrero.

Information sharing and gossip - none to be discussed.

Human Resources | Updates from Vickie Shaw, are as follows:

- Staff Performance Evaluations - due on February 28.
- Annual Ethics Training - Launches February 20 and Due March 19. Information on accessing that training will be sent out in the Things to Know on February 20.
- Wellbeing Coordinator - looking at the survey results from the employee wellness survey.
 - February is National Heart Health Month.
 - Done one Blood Pressure Screening and another will occur on February 22 in the Facility Services Landscape Building from 11 am - 1 pm. GS Nursing students are doing those screenings for us.
 - February 28 at 10 am and 2 pm - Move to the Beat Line Dancing facilitated by the Statesboro Spicy Sliders. - looking to have these events on the Armstrong Campus in the future.
- Manager self-service training
 - Can be found in the in-person signup portal. We will have open labs for hiring managers and new employees.
 - Drop-in sessions:
 - Hiring Managers - Thursdays, 2 pm - 4 pm in the HR Training Room



- Candidates and new Hires - Wednesdays, 2 pm - 4 pm - HR Training Room
- Armstrong Campus - our Talent Acquisition Team can provide 1:1 training.
- Working on Employer branding. Asking students and employees to do video testimonies on working at Georgia Southern. If you are interested in participating, reach out to HR.
- April 12 hosting 3rd Staff Job Fair | 10 am - 2 pm in Nessmith Lane
- Positions Description Review - thank you for your help. Final descriptions will start going out to managers on March 1st.
- **Questions and Answers:**
 - **No Questions**

This concluded updates from Human Resources.

Employee Engagement Survey | Updates from Trina Smith, are as follows:

- February 22 Zoom Info Sessions | 10 am and 3 pm
- This will be the third year the survey will be going out to all Faculty and Staff
- The survey is designed to measure a current employee's ability and desire to engage in the university and how well the university provides an engaging environment. This gives faculty and staff to give feedback on the workplace environment at Georgia Southern and provides ideas for bettering Georgia Southern. This is not an evaluation tool for employee performance.
- Timeline
 - March 1st - Survey opens
 - March 15th - Survey closes at 5 pm
 - Target completion goal of 70%
- An email with the survey link will come from jkunselman@hcg.com. This will be a personal survey link. If you notice a name is incorrect in your survey, please email Trina Smith or Julie Kunselman.
- The only way you may be identified is if you provide information in the written feedback sections that would identify you.
- Survey Structure
 - 75 Likert questions with a few open-ended questions at the end.
 - Asks about perceptions of leaders (Presidential, Executive, Institution, Supervisory)
- The first part of April - result sessions
 - The how, why, and what of the results. Use the results to create a plan to implement change and progress.
- **Questions and Answers:**
 - **No Questions**

This concluded updates from Trina Smith.

Treasurer Report | Updates from Andrew Durden, Treasurer

- Shelley Merrick Textbook Scholarship Fund = \$4,477.67
- Staff Council Advisory Discretionary Fund = \$0
- General Staff Council Account = \$1,051.46
- Staff Development Account = \$6,744.75

Committee Reports

- **By-Laws Committee** by Kelly Crosby, Chair
 - Gearing up for annual elections. Ensuring communication is ready to go after officer elections are completed.
- **Communications Committee** by Courtney Cheshire, Chair
 - Staff Who SOAR - continue to submit your colleagues!
 - <https://jobs.georgiasouthern.edu/staffcouncil/staff-who-soar/>
- **Fundraising and Scholarship Committee** by Andrew Durden, Treasurer



- Met on February 6 to discuss vendors for raffle items for the Spring Picnic. Let Lashanda Hicks-Griffin know if you have ideas for vendors to reach out to.
- **Staff Development Committee** by Brian Mizeski, Co-Chair
 - Save the Date: March 21st - Staff Council Professional Development Conference on the Statesboro Campus. Registration will be available soon.
 - Final preparations are being conducted
- **Staff Outreach and Special Events Committee** by Audra Taylor and Nikki Warner, Co-Chairs
 - Great GUS Eagle Egg Hunt | March 13-15 (Spring Break)
 - Eggs will be put out twice a day.
 - Spring Picnic Dates
 - Statesboro Campus - May 17
 - Armstrong Campus - May 18
- **President's Diversity Advisory Council (PDAC)** by Jessica Hersey, Staff Council Chair-Elect, representative on PDAC
 - AVPIE is working with university partners to roll out a new, combined Safe Space training.

Old Business

- No old business to discuss.

New Business

- No new business to discuss.

Important Dates

- Next Staff Council meeting date | March 24, 2023
- Staff Council elections will begin soon. Please consider recruiting new Staff Council members from your division.
- Great GUS Eagle Egg Hunt | March 13-15
- Tuesday, March 21: Staff Council Professional Development Conference
 - Half day on the Statesboro Campus
- Staff Council Picnics
 - Statesboro Campus: May 17
 - Armstrong Campus: May 18

Motion to Adjourn

- Motion made to adjourn by Kelly Crosby; seconded by Annette Ramos. None opposed.

Meeting Adjourned.

Minutes recorded and submitted by Cat Bishop Hoopaugh.