

MINUTES OF CSU STAFF COUNCIL OFFICERS' MEETING
Thursday, July 5, 2012

ATTENDANCE

Members Present: Jennifer Alberti, Amber Dees, Nicole de Vries, Jay Knape, Christine Murphey, Kat Cannella

I. CALL TO ORDER

Nicole de Vries presided over the meeting and called the meeting to order at 10:02 AM.

Introduction of new officers were made, with each stating their goals and aspirations for Staff Council.

Nicole de Vries – Chair – Manager of Academic Data, Office of the Provost - Nicole stated that she her focus is on sustainability and going green, as well as growing connections with students and staff representatives and encouraging statewide staff council representation.

Amber Dees – Chair Elect – Asst. Director, MPA program - Amber indicated that she wants to be a part of making and supporting change at CSU. She also feels staff representation on staff council needs to be increased and wants to work toward that goal.

Jennifer Alberti – Secretary – Production Foreman, Printing Services – Jenny stated that she feels she has more of an “inside view” of CSU now that she has been attending staff council meetings. She would like to see growth and improvement between staff and others on campus and wants to strengthen that link. She also stated that Printing Services serves both staff and students and wants to let staff know they are available for any of their printing needs.

Katherine Cannella – Financial Officer – Program Manager, Continuing Education – Through Staff Council, Kat wishes to serve staff and connect them to those who can help with any of their needs on campus.

II. OLD BUSINESS

A. USG STAFF COUNCIL MEETING IN ATHENS

Nicole de Vries reported that UGA will hold their staff council meeting, with a USG Statewide meeting afterwards, on 11 July from 1:30 – 2:30 in Athens. As CSU staff council representative, Nicole will try to attend in order to network and get ideas for CSU staff council goals, etc. Nicole will check on getting Academic Affairs to sponsor her travel. She will also check on WIMBA information for members who cannot take part in the actual meeting to be able to view it online.

III. NEW BUSINESS

A. REVIEW OF COMMITTEES AND MEMBERSHIP

Nicole stated that goals need to be set for each committee, as well as a structure for each, in order to increase productivity. It was also suggested that committees report at each monthly staff council meetings and have at least one member of the committee present if the chair cannot attend. It was agreed that chair elections will be held at the August meeting and the new chairs will then meet after the September meeting for 20-30 minutes. It was also suggested that the committees meet on a monthly basis, even if only via email or phone. Kat suggested that the officers come up with nominees for committee chairs and members.

Regarding staff council membership, Amber Dees suggested attending the chairs meeting or other meetings where department heads are present, in order to ask them to encourage their staff to participate in staff council. Nicole also suggested looking at gaps in departmental or college representation to increase membership. Jennifer suggested John Crowe as a Plant Operations representative. She will contact him.

B. BUDGET AND FUNDRAISING

Nicole stated that Bethany is still going to handle the sale of t-shirts. She will also find out how other staff council groups at other institutions are funded.

C. WEBSITE UPDATES

Nicole suggested electing a webmaster and updating the by-laws to reflect the new position. In the past she and others have attempted to keep the website up to date, but she has not had time to update the entire site.

D. SHARED GOVERNANCE AND VISIBILITY

Steering committee members have been chosen and are a part of the shared governance and university council.

E. GOALS AND ISSUES FOR THE NEXT YEAR

1. SWOT, Data, and Focus Group Subcommittee Meeting

Nicole stated that the Strategic Planning Commission has come up with this plan to review CSU's strengths, weaknesses, opportunities and threats. This will assist members in becoming better decision makers. When the goals for the year are discussed at the August staff council meeting, Nicole may present this in conjunction with those goals.

2. Veterans

Nicole stated that Terry Irvin will be scheduling programs related to veteran's issues since students in the Freshman Learning Experience will be reading and discussing the book "The Things They Carried", which is a collection of related stories by Tim O'Brien, about a platoon of American soldiers in the Vietnam War. Terry asked if staff council could sponsor or participate in a coffee hour in connection with this. Kat stated that she wants to ensure that staff are a part of the event if staff council will be participating. Jay suggested that staff council members take part by reading the book in order to be connected to the event. Nicole suggested having staff submit their own stories regarding their experiences with the military or veterans.

3. Leadership Retreat

Nicole has contacted Mary Johnson of the Coca Cola Space Science Center to schedule another leadership retreat/space mission for the group in November. She will assign this to the Staff Development Committee to confirm the date and time of the event and following up on any other details.

4. Student Loan Lunch and Learn

Nicole reported that she would like to schedule a lunch and learn event to present information on a new student loan forgiveness plan. If employees of a public institution show employment from 2007 forward, they are eligible for a public loan forgiveness plan that allows a portion of their student loan to be forgiven. If they make 120 consecutive payments, the remainder of the loan will be forgiven.

5. By-Laws

Jay indicated that the by-laws need to be updated to include information regarding the five seats that staff council will have on the University Council beginning in 2013. Members also need to be designated to attend any statewide meetings, etc. Jay suggested verbiage from the VSU staff council by-laws. This verbiage was approved by the officers present at the meeting. Once the by-laws are updated, they need to be presented to the entire staff to obtain approval. This can be done with an email blast and poll to all staff.

IV. ANNOUNCEMENTS / OTHER

Christine stated that new officers should contact former officers for information on taking over their positions, as not all former officers were present at this meeting.

Jay suggested that Nicole meet with Dr. Mescon to make him aware of the new goals for staff council.

Kat suggested that the salary study be addressed at the next meeting to update everyone on this issue.

V. ADJOURNMENT

Meeting adjourned at 11:10 a.m.

Respectfully submitted by Christine Murphey