

**MINUTES OF CSU STAFF COUNCIL MEETING**  
**Thursday, July 11, 2013**

**ATTENDANCE**

Members Present: Jennifer Alberti, Amber Dees, Debby Mayo, Laschica Thomas

**I. CALL TO ORDER**

Amber Dees presided over the meeting and called the meeting to order at 9:35 AM.

**II. APPROVAL OF MINUTES FROM PREVIOUS MEETING**

Minutes of the previous meeting were approved.

**III. INTRODUCTIONS**

Introduction of new officers were made.

Amber Dees - Chair

Jennifer Alberti - Unofficial Webmaster

Lashica Thomas - Secretary

Debby Mayo - Chair Elect

**IV. FINANCIAL REPORT**

CSU Account -                      Foundation - \$909.77

The Foundation account did not reflect all payments made, but assuredly the funds are still good in the account.

**V. PRESIDENT'S COUNCIL REPORT (Amber Dees)**

- A.** Amber reported that she addressed Christine's question from last month's meeting questioning any correlations between budget cuts of the upcoming year and recent layoffs. The answer received from the President's Council is that the budget for the upcoming year is expected to follow the pattern of last year and that no increases in the budget are to be expected. In the meeting Laurie Jones responded by stating that there are no new funds to meet needs and that no cuts have been declared as of yet. However, there may be a 2% cut coming within the year.
- B.** Amber reported on the recent updates of Affordable Care. The starting date has been pushed to January 2015. There had been concern because it was unclear as to who is eligible and Human Resources had been experiencing difficulties in getting the changes in place. They were told that other had experienced issues, therefore the extension was given. Amber reported that with these upcoming changes Open Enrollment will be shortened and all will need to respond, whether making changes to your benefits or not.

**VI. NEW BUSINESS**

**A. USG Staff Council Meeting (Amber)**

Amber reported that CSU Staff Council has been approved to host the USG quarterly meeting in May 2014. We will then be hosting the annual meeting in 2015 which will include providing breakfast, holding a regular meeting, providing lunch, and an afternoon activity. Finances may be partially provided by the VPF office. A sub-committee was suggested for the planning of the annual meeting, to be formed at next month's meeting. We should expect to prepare for approximately 50 people, including our staff council. It was suggested that both campuses somehow be incorporated into the day.

**B. Recycling Program (Amber)**

Amber discussed our current toner project and explained that we would soon be branching into battery and small electronics recycling. She requested that a committee be formed to handle the processing of the recycling program because it is too much for one person to handle alone. The process includes collecting the toner and shipping it to the appropriate company once a month. The funds from the ink cartridges go into the CSU fund, as they were originally purchased with state funds. The batteries are already collected by CSU and we will add our collection to that collection. The pens will be collected through small desktop bins that will be distributed to administrators. Custodial will pick the pens up as needed. The small electronics will be collected in the fourth bin

of the recycling bins located around campus. It was considered that the collection committee could be considered a sub-committee of the fundraising committee since funds will be collected from the recycling. It was recommended that Collins in Student Affairs be contacted to announce the recycling program to the students and to also find a way to provide large bins to Residence Life on move-out days for electronics.

## **VII. NEW BUSINESS**

### **A. CSU TV (Dr. Baltimore)**

Dr. Baltimore explained that he has worked for CSU for 19 years and had placed a proposal in the past for COEHP TV, but nothing had come of it. CSU TV had been approved this past year and would air on local television beginning in July. He explained that the program had been streaming online for almost four years now at ColumbusState.tv. The station's intentions are to promote CSU and allow multiple platforms for faculty, staff, and students to be represented. He explained that students even do their own shows. The structure of CSU TV includes an administration group that oversees and approves content; a technological group to oversee technology needs, and content creation to create programs. The groups meet often. Content includes high-level graphics, going on location, sports, live concerts and more. He explained that there are three studios as of now. Studio 1 is located in Jordan 218. Studio 2 is in the FOB, and the third is located in Carpenters Hall in the Art department. At this point he addressed the council to ask what kind of representation would staff like to have on CSU TV. Not many ideas were generated at this point, but all were invited to e-mail Dr. Baltimore with ideas. Amber encouraged the council to keep this in mind for committee work.

### **B. Recycling (Amber)**

Amber reported that she met with Steve Morse and he agreed to let us use the 4<sup>th</sup> bin on the recycling bins located around campus for our small electronics collection. She noted that we would be looking target larger bins for days the students move out. These monies will need to be put into a separate account because it is generated from personal items.

Also, there will possibly be battery and pen recycling to come. A possibility for that recycling will include small boxes for your desk that would be distributed through Administrators to those wishing to participate.

Amber questioned if we should create a facebook account to better highlight our recycling endeavors and other events. She has volunteered to oversee it and will report at the next meeting.

### **C. Goals and Issues to Address in the Upcoming Year**

#### **1. Review of Bylaws (Amber)**

Amber made note that Staff Council had previously discussed reviewing the bylaws for the scholarship and recommended that we review other areas of the bylaws as well for updates. She then recommended that this topic be tabled for discussion later in the year.

#### **2. Responsibilities List (Amber)**

Amber requested that all executive officers and chair heads list their responsibilities, which would be combined and kept for review by incoming members interested in taking over the positions.

#### **3. Website (Jenny)**

Jenny made note that the Staff Council web site will need an updated homepage with a new letter from Amber.

#### **4. Announcement Format (Amber)**

Amber requested that the council consider new ways to announce meetings and communicate to all of staff in order to prompt more attendance. In the Know is already in use. It was recommended that we utilize the Admincon listserv in the e-mail system.

#### **5. Communication to New Staff (Amber)**

Amber questioned in what ways the council could communicate better to new staff about Staff Council and other perks of CSU. Discussion was made of the possibility of making goodie packets for new employees to be handed out at Welcome Breakfasts. It was decided to table this for further discussion at a later meeting to the council.

#### **6. Staff Morale**

In general discussion, staff morale was brought to the table. For future meetings the council is to consider new ideas for Staff Council to help improve staff morale, such as a family day. This item is tabled until the August meeting.

## **VIII. Meeting adjourned at 11:00 am.**

Respectfully submitted by Jenny Alberti