

Columbus State University
Staff Council
Meeting Agenda-November 7, 2013

Attendees:

Jennifer Alberti, Walter Brown, Kat Cannella, Amber Dees, Jessica Gonzalez-Armstrong, Alysia Johnson, Crystal Jones, Karen Kinard, Jay Knape, Debby Mayo, Dana McGlon, Maria Radomski, Carolyn Rockeymore, Michele Scott, Rita Snell, Lashica Thomas, Eric VanBibber, Kacie Stanelle, Guest: Bob Dively, Jay Youngblood, J. Brett Stanelle

- I. Call to order 10am
- II. Approval of the minutes of previous meeting
 - a. Eric and Alicia, and Unanimously approved
- III. Thank Debby and Jenny for attending the president review
- IV. Thank Debby and Staff appreciation committee for both events T-shirt
- V. Financial report:
 - a. The expenses have not come out of this amount.
 - b. CSU Account: \$709.76
 - c. Foundation: \$3.779.37
 - d. Foundation- \$1500 will come out and supplies for Doughboy game 400- Possible profits \$1200.00
- VI. Committee Reports:
 - a. Welcome tour event this past Friday: Amber, Kat, Crystal talk about staff council
 - b. Myth Buster about staff development scholarship.
 - i. Application date extended until Dec. 3rd to allow for more applications
 - ii. Does anyone have any suggestion:
 1. Kat suggest when HR sends out TAP deadline and information to include scholarship information
 2. Utilize the in the know for deadlines.
 3. Jenny will fix the web issue so that is clear who to turn the application into April
 - c. Staff appreciation river park and main campus responses from questionnaire
 - i. Raises wanted from Staff
 - ii. Lots of positives about work environments
 - iii. Technology enhancements requested
 - iv. Armark did provide 100 percent support this event
 - v. Survey results will be shared to the administration
 - vi. Kat suggested thank you note and Jenny confirmed we have stationary-Lashica will write and send thank you note
 - d. Fundraising Committee:
 - i. Doughboy: Over \$1200.00 profit. Thank you Karen, Eric, Dana, Lt. Brown serving and setting up. We made 200 empanadas

1. Chief Drew
2. Kat provided the supplies for the Doughboy game
- ii. March and April-Garage Sale
- iii. Murder Mystery game for Fall
- iv. Second round of t-shirts has started-Need a minimum of 36 grey shirts but white is out
- e. Recycle Efforts:
 - i. 817 includes the last shipment that we made. We filled 3 boxes and did it less than an hour. Need Volunteers for the next.
 - ii. Myth buster- going out 4 different areas of recycling- hope to generate more interest
 - iii. Andrew Jackson large personal electronics things from home so we can bring in and drop off at warehouse. We do not make a profit but is good for the environment.
 - iv. Amber requested last check 168
- f. Staff Service Award Committee:
 - i. Meet this month to come up with this quarter name/review applications/spread the word in your department so they can be recognized
- VII. Open enrollment a big issue/tobacco surcharge-It will automatically designate you as a smoker
 - a. Big wellness initiative-Weight watchers group/different ways to show wellness/Reminder that flu shots are free
 - i. Counseling free and other wellness services from your BOR is providing under your coverage
 - b. Amorous relation policy-See HR
 - c. December pay date change will be disseminated at the end of the month
- VIII. Old Business
 - a. Paula Adams / Library – Tabled
 - b. Shoe Fundraising for Africa – Vicky – Tabled
 - c. IT services Assessment Servey – Mary Covington – Tabled
 - d. January meeting location changed to VPAA conf. room 3 rd floor Richards hall
- IX. New Business
 - a. Business Intelligence Next Phase
 - i. Future funding will be based on RPG. Looking at the holistic student defined by 12 variables using these to see if a student would be successful their 1st year.
 - ii. Identify those students based off the lacking variables then refer them to appropriate department to get the student help
 - iii. Looking at programs that are under performing. Look at the actual cost per student per seat
 - iv. They are currently in the 4th phase which is utilizing social media
 - v. Kat asked Bob are the phases in places to track our at risk students before the fall off the track
 - vi. Libby asked are the departments notified when the student is flagged at risk

- vii. April boss is trying to put in an initiative for all 1101 English students utilizing the writing center
 - viii. CSU will be used as the model for this Business Intelligence according to USG
 - b. Active Shooter Class
 - i. Lt. Youngblood and Sgt Stanelle
 - ii. Powerpoint presentation did not show. Video is 10 min
 - iii. Time is not on your side. Share this information with people you care about because holiday season. They want high populated areas so be prepared.
 - iv. 3 things to survive, Run, hide, fight back (identify items in your office that you can fight back) Think ahead and don't make yourself an easy target.
 - v. Kat asked question about should you hide high or low: Answer just get out of sight
 - vi. To schedule active shooter training contact Debby Mayo or Lt. Brown
 - vii. Bart reporting process used to identify students that are behaving differently or strangely
 - viii. In the future possible schedule the full presentation.
 - c. Holiday Party
 - i. Do we still want to do potluck and Dirty Santa? Yes
 - ii. Same process as last year setup Google document for side dishes-Kat will coordinate getting the meat for the event. Ham and Turkey-Country's BBQ will look into all options
 - iii. Dirty Santa \$5.00 gift amount Dec. 5th 11am
- X. Announcement
 - a. Last name section for the end of the graduation-Suggestion