

MINUTES OF CSU STAFF COUNCIL MEETING
Thursday, November 4, 2010

ATTENDANCE

Members Present: Bethany Yandall, Patti Brooks, Kat Cannella, Crystal Jones, Jay Knape, Nicole Lee, Dana McGlon, Christine Murphey, Patsy Redmond, Rita Snell, Takeia Mosala, Nicole de Vries,

Excused Absences: Christopher Bryant, Debby Mayo, Marlena Mobley, Stephen Morse, Liza Smith, Dutch Cummings

Guest Speaker: Annette Brown, Human Resources

Guest: Gabe Webb, Plant Operations

I. CALL TO ORDER

Kat Cannella presided over the meeting and called the meeting to order at 9:30 AM.

II. APPROVAL OF MINUTES

The minutes from the previous meeting were approved with the following corrections: Under Attendance: Names Rita Snell and Takeia Mosala were duplicated and corrected.

III. NEW BUSINESS

A. Holiday Leave Plan

Annette Brown with Human Resources reported that in October the Board of Regents announced a "Holiday Leave Plan" closing USG Campus's from December 27-31st for the purpose of saving money. Only critical positions will remain open such as Campus Police, Oxbow Meadows, Coca-Cola Space Science Center and some portions of Plant Operations. Staff and 12-Month Faculty will have the option of either claiming five vacation days to supplement income lost or they can take five days without pay. Human Resources can advance up to two days in wages to employees who have not yet accrued five days vacation with two days advancement of pay as the maximum amount of time allowed to stay within the guidelines of the Board of Regents. Human Resources has stressed that they are more than willing to work with employees that have problems with this plan and to contact them immediately regarding this. Employees that have made special arrangements with their employers regarding working from their home will need to have their supervisors contact Human Resources. Kat Cannella expressed her apologies for not being able to attend the last President's meeting preventing her from sending an advanced announcement regarding this decision to Staff Council sooner. Kat opened the floor for comments and questions. The overall consensus of council was a concern over short notice to employees affected and that Staff Council as well as Staff and Faculty in general were left out of the decision making process. Annette Brown also requested that council spread the word about the "Sick Leave Bank" for employees in need.

B. SC at RiverPark campus

The next Staff Council meeting will be held February 3 upstairs at the Space Science Center at RiverPark Campus. Further details will be sent out closer to the date.

IV. OLD BUSINESS

A. Halloween Spooktacular (Amanda)

This event was a success with in a large attendance of children and the crowd was so large that they ran out of candy. T-Shirts were not sold at this event but will be put on the table as an option for next year.

B. USG Staff Council update, annual meeting 10-27-10 (Attended by Nicole deVries, Amanda Adams, Nicole Lee., Kat Cannella)

This meeting was held at Georgia Southwestern in Americus, GA. Kat reported that new and exciting changes in the campus system were discussed. USG bylaws were read, revised and edited proposing to add USG Staff Council to the Board of Regents agenda. Kat explained that at this stage we are at the process of putting together a form that would be acceptable to all USG Presidents who must endorse or sign off on the bylaws. Once this is endorsed a move will be made to add the new bylaws recognizing staff council at a state level as a discussion topic at the next Board of Regents meeting. Once Staff Council is recognized at a state level they could be in the capacity to have an actual voice at the Board of Regents as a staff entity. The faculty senate has been recognized at the state level thus allowing faculty a voice in important decisions such as state furloughs whereas staff currently has no voice. USG Staff Council has been working on these bylaws for at least a year and it will take another full year or longer for Staff Council to be added to the USG agenda.

C. Salaries study committee (Nicole L./Kat)

The purpose of this committee is to make sure that all parts of staff salaries are fairly compared to their peers and to make sure all salaries are equitable and peers comparable. Kat reported that at this point the committee was at the very early stages of this study and they are now looking into the cost of hiring a professional consultant. A question was presented to council asking if this has become another activity producing no action. Kat replied that a fellow committee member expressed the same concerns and said that the idea of this committee was to identify salary gaps

and to work on addressing them. She also added that it was not made clear as to how soon salary gaps would be acted upon.

V. FINANCIAL REPORT

Book Scholarship - \$292.13

Foundation - \$163.27

Chris Bryant reported that the previous balance for the book scholarship funding was \$1,112.52. Currently, we have a balance of \$292.13. The difference in balance is the purchase of 50 t-shirts for the Staff Council fundraiser.

The previous balance for the foundation or staff development fund was \$335.32. Presently, we have a balance of \$163.27. The difference in the balance is the cost for the Staff Council Appreciation Breakfast and registration payment for four Council members to attend the State Staff Council Conference in Americus, Georgia.

IV. COMMITTEE REPORTS

A. WELCOME COMMITTEE

Laurie was absent. Kat reported that the new employee orientation was held on October 1st and went well.

B. STAFF DEVELOPMENT AND SCHOLARSHIP COMMITTEE

No report. Chris was absent and Kat reported that this committee is still waiting to be developed. Kat also stated that Chris has assumed extra responsibility on his job and requested volunteers to help out with this committee.

C. ELECTIONS COMMITTEE

Not applicable. Elections will be held in the spring.

D. STAFF APPRECIATION COMMITTEE

Marlena was absent but Nicole deVries attended the Staff Appreciation Day event on Main Campus and said that it went very well. Patti Brooks was not able to attend the RiverPark event due to staffing issues and could not report on it. It was suggested for the RiverPark that donuts and coffee/hot chocolate be delivered to each building because of the difficulty of staff getting to a set location due to the logistical layout of the campus.

E. FUNDRAISING COMMITTEE

Liza was absent. Twenty-two t-shirts have been sold with 27 remaining. T-shirt sales continued throughout the meeting. Order forms are available at the Residence Life office and payments can be sent via campus mail for those who filled out order forms.

F. STAFF SERVICE AWARD COMMITTEE

No report. Laurie absent.

G. SUSTAINABILITY COMMITTEE

Norman was absent. Kat motioned that the Environmental Committee change its name to the Sustainability Committee and have Nicole deVries chair it since she attends monthly Sustainability Committee meetings. Motion was approved and Nicole accepted the position as chair. Nicole advised council that this committee meets twice a month ask council members interested in having their ideas or concerns added to the agenda send her a campus email.

VII. ANNOUNCEMENTS

- A. Center for International Education (C.I.E.) is offering passport photos as a new service. The cost is \$8.00 for ten photos. C.I.E. is open Monday-Friday from 8:00am-5:00pm. No appointment necessary!
- B. International Education week is November 15-19. Events such as feature films and an International Food Festival are some of the activities scheduled. Posters will be posted across campus. For more information, contact the Center for International Education office.

VII. ADJOURNMENT

Meeting adjourned at 10:30am

Respectfully submitted by
Dana McGlon