

Columbus State University  
Staff Council  
Meeting Minutes  
January 15, 2015

Attendees: Kaylen Deal, Theresa Conklin, Eric VanBibber, Asmita Piya, Tamara Jenkins, Michele Scott, Jennifer Alberti, Libby Smith, Lashica Thomas, Danielle Roper, Keith Grier, Amber Dees, Karen Kinard, Dana McGlon

- I. Call to Order 10:00 a.m.
- II. Approval of minutes with amendments.
- III. Financial Report
- IV. CSU Account \$ 326.36 Foundation Account \$2,186.46
- V. Committee Reports
  - A. Welcome Committee (Tamara)
    - a. The next new employee welcome committee is planned for February, June, September but based on the number of participants June is subject to change
  - B. Staff Development and Scholarship Committee
    - a. Updates placed on the web. Changes based on bylaw changes.
    - b. Verbiage in bylaws updated due to student incident where student scholarship was awarded but due to a family emergency the student had to be unenrolled deferring the award to the next semester before funds were appropriated. Question presented to council was for future reference should this set a precedence? The council voted and no precedence will be set but instead future cases will be reviewed on a case-by-case basis.
  - C. Staff Appreciation Committee (Dana)
    - a. High attendance at both campuses and employees seemed to be pleased with the event overall.
    - b. Dana reported to council that there were issues with Aramark catering supplying enough food for the price paid to accommodate all employees at main campus. Only two trays of pastries were supplied with no one from Aramark monitoring refills for food or beverages for 100+ employees. Dr. Mescon purchased replacement food from Einstein's to help out. The council was very concerned of vendor performance and because of that ask Dana to get quotes from other vendors around town to present at the next council meeting.
    - c. At the next council meeting we will discuss the budget and how we will conduct these in the future. As attendance continues to grow we will re-evaluate our role and purpose.
    - d. Dana will also present employee questionnaire result at the next committee meeting and the next council meeting.
  - D. Fund Raising committee (Debby Mayo) – No report
    - a. Recycling Efforts (Eric) - everything going smoothly. Recycling stats are updated on the website. Need one person to help box up toner cartridges for February: Contact Eric.
  - E. Staff Service Award Committee (Laurie) – No report
  - F. President's Council Report (Amber)
    - a. Budget was approved by Board of Regents
    - b. Main Campus will now be referred to as Legacy Campus

- c. Budget Committee will soon be live on the website so all meetings can be reviewed
  - d. Construction of the new dorms will start this summer replacing parking area outside of Clearview
- VI. Old Business
  - a. By-laws Revisions (Amber)
    - i. Bylaws discussion and revision. All recommended revisions to the bylaws approved and the final copy will be sent to the Interim President for approval.
- VII. New Business
  - a. Volunteer Opportunities and Announcements
    - i. Need council members to sign up for committees: see the Google document that Amber created and distributed via email to the Council.
    - ii. Thank you to those that responded about serving on the USG Staff Council Annual conference committee-those meetings will begin in January
    - iii. Read in "In the Know" daily it has valuable information about campus and things that are happening around you. Stay informed.
    - iv. Slight change in Graduate Assistantship pay periods. Paid over January—May instead of last check in April. If you would like further information please see Human Resources.
    - v. January 22, 2015 retirement planning session-RSVP to this event.
    - vi. Update of the Salary study will be presented at the March Meeting
    - vii. USG Staff Council 2015 Annual conference will be hosted by Columbus State University-more information to follow
    - viii. Joy Norman to speak on Service Animals on campus and ADA Compliance tabled until a future meeting.
    - ix. Next Staff Council Meeting is February 5<sup>th</sup> at 10:00am
- VIII. Adjournments