



Columbus State University  
Staff Council Meeting Minutes  
October 2016

**Attendees:** Michele Cave, Ruthie Jowers, Farrel Dobbins, Scott Norman, Jenny Alberti, Eric Van Bibber, Terri Conner, Ashley Lee, Kim Rozycki, Kristin Williams Griffin, Mike Stewart, Anne Brown, Laurie Jones, Annette Brown, Talley Dentzau, Ryan Todt, Samantha Gurski, Dawn Bates, Karla Huie, Danielle Roper, Keith Grier II, David Mitchell, Lashica Thomas, Tamara Jenkins

- I. Call to Order: 10:02 am
- II. Approval of minutes from September meeting
- III. Voted for Lashica Thomas to be Staff Council Chair for 4 years and Anne Brown will serve as Chair-Elect. Laurie Jones motioned, and was passed.
- IV. David Mitchell – Council needed to vote on Staff Development Grant in the amount of \$300 – motioned and was passed.

- New Staff Council Representatives
  1. Bryan Senior – Athletics
  2. Scott Norman - CCSSC

- V. Speaker: **David Mitchell**, Diversity Climate Survey

- Starts in 2 weeks
- Faculty, Staff, and Students
- Computer/Web based
- Will last about 3 weeks
- Results by Jan/Feb 2017

Speaker: **Annette Brown**, HR, Open Enrollment

- Open Enrollment Dates are: 10/31/2016 thru 11/2/2016
- 10% Average Rate Increase
- New Voluntary Benefits this year
  - Prepaid Legal
  - Critical Illness Coverage
  - Accidental
- Packets will be mailed to home (no longer via campus mail)
- Passive enrollment; Employee does not have to touch system if no changes.
- Benefits Fair, 10/11/2016 | 29 vendors
- Discussed USG currently doesn't provide hearing coverage
  - Lashica will discuss as USG Staff Council workshop

- VI. Financial Report

- a. State Agency Account: **\$3072.22**
  - **Paid book scholarships (only expense)**
  - **Sold last of Spring T-Shirts (+\$60)**
- a. Foundation Account: **\$341.35**

VII. President's Council Report

- a. Faculty Senate News
  - Financial Reporting Initiative
    1. Frank Hardymon will be at next meeting to discuss Online initiatives
      - a. eProcurement, Travel, etc...
  - Fee Waivers for mini-semester.
  - New provost search process debated
    1. Committee selections; trying to get best committee in place
    2. Laurie Jones added that skype interviews were already scheduled.
- b. Strategic Planning
  - Shana Young will attend next Staff Council Meeting
- c. Shared Governance
  - Revisiting
- d. Graduation Committee
  - Discussions of a location change for the May commencement back to main campus.
  - More info to follow

VIII. Old Business

- a. New Communication tools for Staff Council
  - Google calendar invite; contact Asmita or Lashica
  - Minutes on Staff Council Website

IX. New Business

- a. FY '17 Salaries – **Laurie Jones**
  - Were between 0%-5%
  - Reasonable distribution
    1. The System was adamant about across the board increases
    2. Distribution was very good
      - a. Most were at 3%
      - b. Few were at 0%; mostly new hires (not eligible) or poor performers
    3. 4/5/2016 thru 4/13/2016 – was a short turnaround for approvals
    4. Averages
      - a. Overall – 3.9%
      - b. Faculty – 3.7%
      - c. Staff – 4.0%
      - d. Staff Merit – 2.9%
      - e. Faculty Merit – 2.92%
      - f. Staff Equity – 4.4% (bring up baseline for entry level positions)
      - g. Faculty Equity – 6.9% (some were significantly below market)
      - h. Staff Promotions – 8.39%
      - i. Faculty Promotions – 9.05%
- b. FLSA Changes
  - Will result in few increases
  - Some positions will not be affected; 156 will be affected
  - 132 positions will convert to bi-weekly
  - 24 positions will receive an increase to meet tests
  - Compensatory time will need to be paid out at the end of fiscal year

c. Campus Wide Initiatives

- Homecoming
  1. Staff Council Tent (200 free T-Shirts to staff)
  2. Spirit Contest w/ Alumni
  3. Door Decorating
  4. HR Float Sponsor – Nov 11<sup>th</sup> parade | Concert follows
  5. Annette Brown had idea to Sponsor a Faculty/Staff Bus (approx. \$200)
    - a. First 200 to rsvp for bus gets t-shirt
    - b. HR will pay for bus
  6. List of events on CSU website
- Winterfest – **Karla Huie**
  1. Save the date cards – Tuesday, November 29, 2016
  2. More Food Trucks, vendors, etc this year
- CSU Spirit Day Photo
  1. Will post on Staff Council Website
  2. Staff Council wants to do something at the end of every month for spirit day
  3. Last Friday of the month, Staff Council will do something for spirit day

X. Division Reports

- CIE – International Student Panel
- Health Center – Flu Shots have begun. There is a fee or insurance can be filed.
- Enrollment – Recruitment events | Military Appreciation Week | Graduate Open House | Veterans Day Cookout, will be raffle tickets for prizes
- Space Science – Observatory Night 10/15
- Printing Services – Working on equest update (testing phase) | would like common users to reach out
- Library – Presidential Debate viewing, over 80 people
- University Advancement – Annual Campaign Reception | Already at 32% participation
- Alumni Engagement – Evening on the River | Octoberfest/Cougarfest (Maltitude) \$10pp
- University Police – Chief Drew leaving, Reception/Farewell TBA
- Continuing Education – Strategic Planning, New Marketing Initiative, New Website, Staff Discount, 10/28 – Guru of Abs | \$15pp | Turner Center
- Human Resources – Lunch & Learn, 10/12, Becky Tew, Flu | New online learning system | Open Enrollment | Benefits Fair
- College of Business – Leadership Series
- UITS – Beta Version of MY CSU (new courgarnet)
- VPBF – January move to RiverPark – Expanding Bookstore | Self Service Pod

XI. Committee Reports

- a. Got into committee groups for remainder of meeting to get topics going
- b. Need to update with new members that joined groups
  - Staff Appreciation Committee – Ruthie Jowers

XII. Adjournment: 11:33am

**Next Meeting:**

Fall 2016 – | Nov 3<sup>rd</sup> | Dec 1<sup>st</sup>

Spring 2017- Jan 12<sup>th</sup> | Feb 2<sup>nd</sup> | March 2<sup>nd</sup> | April 6<sup>th</sup> | May 4<sup>th</sup> | June 1<sup>st</sup>