



Columbus State University Staff Council Meeting Minutes September 2016

Attendees: Jennifer Alberti, Alexander Potiphor, Michele Cave, Kaylen Deal, Talley Dentzau, Farrel Dobbins, Kristin Griffin, Samanthan Gurski, Angela Johnson, Crystal Jones, Karen Kinard, Ashley Lee, Tamika McKenzie, Sherri Nagamatsu, Asmita Piya, Danielle Roper, Kim Rozycki, Sgt. Michael Stewart, Lashica Thomas, Ryan Todt, Dustin Worsley, Danielle Vann

- I. Call to Order: 10:00 am
- II. Approval of minutes from August meeting: Approved with amendment to add the attendees to both meetings
- III. Speaker: **Tiffany Trucks**, Muscogee County Rep for American Cancer Society- Relay for Life
 - 19th largest group in Muscogee county
 - Amy Clines in the committee for Relay for Life – What can we do in addition to what Kappa Sigma does on campus?
 - Proposition - Asking Staff Council to help Relay for Life by forming a relay team?
 - Raised last year – Net \$401,600, Keep expenses under 5%

Speaker: **John McElveen**, Revised Academic Calendar Concept

- Conceived from the idea to give student more opportunities for classes – President really interested to have this opportunity for the students
- 2 possibilities in August and January – Concerns
 - Shortened winter break
 - Shorter summer?
- Revised proposal
 - Earliest implementation – Spring 2018
 - Jan term starts Jan 2nd (14-day term), moving away from starting on Monday
 - Questions? – Compared to nation/most states, semester longer than national average. Example – GA Tech, Auburn, implements 15-week model inclusive of finals. Same model as CSU does now. They are counting finals time and we are not.
 - Calendar – 5 final weekdays, reserving Saturday for odd length classes
 - Half semester classes will go to 35 days from 37 days
 - Formula for spring break – Sat before 3rd Monday of March
 - Summer term changes:
 - End of spring and summer do finish a week later
 - Feedback – CIE and Faculty not as concerned as long as they have lead time
 - Fall Term
 - Will start 1 week later, but since it ends 1 week shorter, it does not affect winter break
 - Other – Not all disciplines will be offered, Deans and Provosts determines who teaches what, will it be in load or overload, etc.

- Someone who walks in on Jan 2nd will not be able to register. Deadline possibly on Dec 1st. Student who is placed in exclusion in Dec will be able to register for Jan? - Have not discussed yet.
- When will decision be made? – One more discussion with Faculty Senate. Meet with Deans on Sept 14th. No later than end of October.
- Run with the chair or director and get feedback and questions

IV. Financial Report

- a. State Agency Account: **\$\$3697.22**
- a. Foundation Account: **\$341.35**

V. President's Council Report

- a. Feedback: Welcome Back Faculty and Staff Week
 - Staff were more engaged and were able to give feedback
 - More opportunities to meet other employees from other departments
 - Not all sessions felt staff oriented
 - Timing / Not a good week for staff for welcome back week
 - Staff oriented sessions during summer when work load is low
 - Lunch list communicated - Dietary needs
 - Topics geared towards students in classroom
 - Content – Skill building, certification, professional development

VI. Old Business

- a. Committee Sign-up sheet

VII. New Business

- a. Nomination for Chair Elect – Ryan Todt
- b. New Communication Tools
 - Google Apps
 1. Google Sheet: For Programs and Events
 2. Google Calendar: Upcoming meetings
- c. University Campus Safety Committee
- d. USGS Update
 - USG Conference : Oct 6-7, 2016
 - Proposal to change next meeting to Oct 13th, 2016
- e. Campus Wide Initiatives Involvement – Our mission statement talks about being involved
 - Doughboy Game-Spirit Contest - In charge of staff council t-shirt. We will hand out t-shirts. Judging with spirit contest, help facilitate instead of being participant
 - CSU Spirit Days – Last Friday of the month wear blue or red and take photo at clock tower. Sept 30th. Sgt. Stewart take pictures.
 - Homecoming-Staff Council Door Decorating – Staff Council leading it and judge the door.
 - Winter Fest – Nov 29th

VIII. Speaker: **Laurie Jones**, Executive Director of Human Resources, FLSA

- Started implementation of online professional development (topics like communication, process improvement, strategic planning, etc.). Could be done at the desk; if not mandated can be done after hours. Free of cost. Hoping late Sept and early October.
- FLSA: Effective Nov 1st
 1. Min. Salary = \$47,476 for exempt

2. Salary test – either employee gets converted to non-exempt, their hours tracked, and either paid overtime or allotted compensatory time off for over 40 hours;
3. System office has come up with a process to buy back vacation hours
4. Up to 9 months till conversion date to buy back vacation hours
5. Identified who is affected end of Sept.
6. Benefits deducted from the first biweekly
7. Comp time will have to be used within a year. Max 240 hours.
8. Conference – Hours count. Sleeping does not.

IX. Committee Reports

X. Committee Work

XI. Adjournment: 11:31am

Next Meeting:

Fall 2016 – Oct 6th | Nov 3rd | Dec 1st

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