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| EXECUTIVE COMMITTEE MINUTES Staff Council – Georgia State University | | Date: | September 13, 2016 2p-3:30 p.m. |
| | | Recorded by: | Fran Mohr |
| Attending: | Sonda Abernathy, Kashira Baker, D. Anthony Bush, Wayne Clanton, Jacob English, Marolyn Gentles, Harley Granville, Kenya Johnson, Colleen Joyce, Fran Mohr, Anna Moore-Johnson, Korita Slaton, Jowanna Tillman, Ariday Walkes, Teresa Ward and Shelly-Ann Williams | | |
| Excused: | Amber Amari, Zduy Chu and John Medlock | | |
| Absent: | Emily Cowdrick, Quennaldria Drake and Kike Ehigiahtor | | |
| Guest: | | | |

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| Agenda item: | Announcements/Updates |
| Summary of Discussion (e.g. key topics, presenter): | <ul style="list-style-type: none"> • The minutes from the July 2016 EC Meeting were approved • Administrative Council meeting presentation. <ul style="list-style-type: none"> -Kenya met with the council to give them an overview of the staff council and the staff climate survey. Kenya will send the presentation to us. The council was interested in how many employees participate in tuition remission. Kenya has requested statistics. -The next staff climate survey will be June 2017. Kenya was asked by the Administrative Council if there will be a question on the survey regarding consolidation. -Staff council member asked what is the goal of the question as in this council member's department, many individuals who were not pleased with the consolidation already have left and that input is lost. -Probably won't ask a specific question about consolidation, but probably can identify the Perimeter College from the Georgia State answers to determine if there are any insights to the feedback. -Also asked what follow-up actions had been taken previously in response to survey feedback. Mentoring improves employee satisfaction and retention. The staff council has discussed serving as mentors. <p>Some departments conduct their own surveys.</p> <ul style="list-style-type: none"> • Administrative Committee Update Janice Byrd now is chair of Administrative Committee |

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| | <ul style="list-style-type: none"> • Staff Council Conference at Kennesaw State University: Kenya Johnson encouraged executive committee members to consider the conference on October 6 and 7, 2016, at Kennesaw. The university will pay the \$75 conference fee for the Board of Directors plus five other slots. A motion was made to open those slots to committee chairs by a specific date. Any remaining slots will be offered to staff council members on a first come, first serve basis. The Motion was approved. • Marketing: Lapel pin and photographs <ul style="list-style-type: none"> - Kenya encouraged all members to get their photograph taken which is now offered free of charge. Kenya will send the link for making an appointment. - The suggestion was made to secure staff council lapel pins for all staff council members. Pins are available and Mary Nell will supply. <p>Upcoming Staff Council meetings After much discussion, the following programs were set for the upcoming staff council meetings:</p> <p>September 21 meeting will be an initial presentation about the FLSA (Federal Labor Standards Act) changes which will impact numerous staff members across the university. This will be a major change of behaviors as well as mindset for employees. The FLSA law reestablishes the standards for employees being considered exempt versus non-exempt. This meeting will be live-streamed.</p> <p>October 19 meeting will be a full staff council meeting at the Clarkston campus along with HR folks as well. This meeting will be live-streamed.</p> <p>November 4 is the benefits fair at the Decatur campus. Staff Council will have a vendor table to promote Staff Council. Kenya checking on getting a Staff Council tablecloth. The goals of participating are awareness of the staff council, who are the representatives, how to ask questions, and when meetings are held.</p> <p>November 7 is the benefits fair at the Atlanta campus. Staff Council will have a vendor table to promote Staff Council.</p> <p>Potential future meeting topics:</p> <ul style="list-style-type: none"> • Robin Morris to present the Strategic Plan • Peter Lyons sharing new activities that have occurred and are planned for Perimeter College |
| Action Items: | |

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| Agenda item: | Senate and Committee Reports |
| Summary of Discussion (e.g. key | Cultural Diversity: Harley Granville Meeting with Robin Morris, strategic planning; John Day, director of diversity |

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| <p>topics, presenter):</p> | <p>initiatives; and Dr. Belcher, chair of faculty affairs to discuss diversity inclusion initiatives throughout the university</p> <p>Faculty Affairs: Harley Granville The group met and discussed the following: -Revision of the SEI (Student Evaluation of the Instructor) – Three subcommittees were created to look at the following components: 1) self assessment; 2) the assessment itself; and 3) the summary statement of effectiveness that has been a point of concern by faculty.</p> <p>-Equity of faculty positions: Kudos to Teresa Ward for her assistance</p> <p>Budget: Teresa Ward and Jowanna Tillman The group’s last meeting was a lengthy discussion about various faculty titles being considered exempt versus non-exempt.</p> <p>Sustainability: Ariday Walkes The group is looking at ways and strategies to better serve all the campuses including transportation issues and recycling practices.</p> <p>Staff Development: The committee discussed hosting a series of lunch-n-learns for professional development. Comments were made about partnering with career services to offer training and support for updating resumes. Some employees were overlooked for jobs because of outdated resumes and didn’t know how to upload resumes.</p> <p>Staff Recognition: Kashira Baker The group had a broad discussion about creating a speakers bureau list to promote education and understanding of staff concerns; increasing GSU visibility, and understanding the merger. There still is a lot of confusion. Staff express feeling they: cannot be proactive; are being held back by managers; and are effected by untrained individuals. The group talked about the need to ‘love them or lose them’ which includes training. The group wants the speakers bureau experts to be staff and faculty, but serve as an everyday resource for GA State employees. The group will consider switching out and highlighting different resources every quarter and perhaps partner with staff development committee. In a recent employee survey, GA State employees expressed feeling there is plenty of training available, but there are many reasons including time and budget that prevents their participation.</p> <p>Community Relations: Konita Slaton The committee’s current focus is the benefits fair. There will be a number of vendor tables including one for Panther Perks. Kenya said they are working on some giveaways, especially from the athletics department.</p> |
| <p>Action Items:</p> | <p>Meeting was adjourned at 3:24 p.m.</p> |