

GEORGIA STATE UNIVERSITY STAFF COUNCIL COMMITTEE MINUTES		Date: 5/17/17	Date & Time: 5/17/17 10:45am
Committee Name:			WebEx: Yes
Work/Life Committee		Recorded by:	Yvette Hilaire
Attending:	Attlee Billings, Sabra Blackwell, Booker Linkhorn, Yvette Hilaire, Nikki Jones, Will Kerr, Matthew Mitchell, Bonte' Mitchell, Ann Pavlik, Gemeia Rice, James Strickland, Sheila White		
Excused:	Mark Eister		
Unexcused:	Eric Cuevas, Rene Mondy		

Agenda item:	Approval of Previous Meeting minutes:
Discussion Summary	
Action Items:	The motion to approve the previous meeting minutes was passed. (11 votes in favor)

Agenda item 1:	Topic: Announcements
Discussion Summary	<ul style="list-style-type: none"> • Committee Chair Meeting Notes • Executive Meeting Updates • Staff Council Retreat • Headshots
Action Items:	<ul style="list-style-type: none"> • If members have not taken their headshots, please visit: http://commkit.gsu.edu/request-a-studio-portrait-date-and-time/

Agenda item 2:	Topic: Assign new role of secretary for the Work Life Committee
Discussion Summary	<ul style="list-style-type: none"> • Yvette Hilaire volunteered to become the secretary.
Action Items:	<ul style="list-style-type: none"> • The motion to assign Yvette Hilaire as the Work Life Committee Secretary was unanimously passed. (11 votes in favor)

Agenda item 3:	Topic: Review of Staff Council Bylaws
Discussion Summary	<ul style="list-style-type: none"> • According to the Bylaws, members are required to attend monthly meetings. • Members can be removed if not productive. • Members may also choose to resign from current position.
Action Items:	<ul style="list-style-type: none"> • http://staffcouncil.gsu.edu/about-us/staff-council-bylaws/

Agenda item 4:	Topic: Work Life Committee Policy and Procedures
Discussion Summary	<ul style="list-style-type: none"> • Attendance policy • If members miss 4 meetings, then they will be removed from the committee. • Members may choose to attend meetings via Web Ex.
Action Items:	<ul style="list-style-type: none"> • The motion to create Microsoft Teams group for the Work Life Committee was passed unanimously. (11 votes in favor)

Agenda item 5:	Topic: Selection of Committee Goals
Discussion Summary	<ul style="list-style-type: none"> • Investigate alternative work schedules. (Flex time/modified work week, and telecommuting.) • Investigate options for wellness/health plan • Explore cost options for transportation (parking, MARTA, etc.) • Secondary Goals: Modification of donated leave policy, Childcare.
Action Items:	<ul style="list-style-type: none"> • The motion to create 3 main goals for the Work Life Committee was unanimously passed. (11 votes in favor)

The meeting was adjourned at: 12:02 pm
