# GEORGIA STATE UNIVERSITY
## STAFF COUNCIL COMMITTEE MINUTES
### Committee Name:
Work/Life Committee

<table>
<thead>
<tr>
<th>Date: 5/17/17</th>
<th>Date &amp; Time: 5/17/17 10:45am</th>
</tr>
</thead>
<tbody>
<tr>
<td>Recorded by:</td>
<td>Yvette Hilaire</td>
</tr>
<tr>
<td>WebEx:</td>
<td>Yes</td>
</tr>
</tbody>
</table>

### Attending:

### Excused:
Mark Eister

### Unexcused:
Eric Cuevas, Rene Mondy

<table>
<thead>
<tr>
<th>Agenda item:</th>
<th>Approval of Previous Meeting minutes:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Discussion</td>
<td></td>
</tr>
<tr>
<td>Summary</td>
<td></td>
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<tr>
<td>Action Items</td>
<td>The motion to approve the previous meeting minutes was passed. (11 votes in favor)</td>
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</tbody>
</table>

## Agenda item 1:  
**Topic:** Announcements

| Discussion Summary | • Committee Chair Meeting Notes  
|                    | • Executive Meeting Updates      
|                    | • Staff Council Retreat         
|                    | • Headshots                     |

| Action Items:     | • If members have not taken their headshots, please visit: [http://commkit.gsu.edu/request-a-studio-portrait-date-and-time/](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 | • Yvette Hilaire volunteered to become the secretary. |

| Action Items:     | • 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 | • 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:     | • [http://staffcouncil.gsu.edu/about-us/staff-council-bylaws/](http://staffcouncil.gsu.edu/about-us/staff-council-bylaws/) |
### Agenda item 4: Topic: Work Life Committee Policy and Procedures

**Discussion Summary**
- 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:**
- 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**
- 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:**
- The motion to create 3 main goals for the Work Life Committee was unanimously passed. (11 votes in favor)

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The meeting was adjourned at: 12:02 pm