GEORGIA STATE UNIVERSITY
STAFF COUNCIL MEETING MINUTES

Meeting Date: 2/19/2020
Recorded by:
Sabra Blackwell
Submitted: 4/14/2020

Time: 2:00 PM to 3:30 PM
Location: 25 Park Place, Room 450

Attending, In Person:

Attending, WebEx: Attendance for the February 19, 2020 Staff Council Meeting has been filed in the designated Staff Council folder in the University Senate and Staff Council Office. Due to the Covid-19 pandemic, the hard copy of the file is currently unavailable to access and therefore could not be added to the February 19th meeting minutes. The attendance information will be attached to the minutes once we resume work at the physical GSU location. A copy of the meeting attendance will be provided to the council at that time.

Excused:

Unexcused:

<table>
<thead>
<tr>
<th>PROCEDURAL</th>
<th>Procedural Actions</th>
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| Action Items | • Call to order at 2:06 PM by Chair, Sabra Blackwell  
• Approval of Minutes – January Meeting Minutes Approved |

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<tr>
<th>AGENDA ITEM</th>
<th>Chair’s Report</th>
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| Discussion Summary | • USG Staff Council Updates  
  • The annual meeting was held today. Below are the updates:  
  • The USG office encourages use of new website and app (Virgin Pulse)  
  • All employees enrolled in a USG healthcare plan can participate and earn the well-being credit. At the time of credit payment, you MUST be an active employee on USG healthcare plan.  
  • Use of virtual and web tools such as LiveHealth Online and tutorial videos are encouraged.  
  • Critical hire process is in effect.  
  • Staff Council Requests were discussed:  
    • Benefits (Kaiser is not available across the state per Kaiser; USG is examining plan procurement options; well-being credit data is being examined for potential increase; encourage shared sick leave programs instead of transference of sick leave to specific employees.  
    • Bereavement (continued use of sick and annual leave; encouraged further investigation)  
    • Wellness Release Time (potential conflict with gratuities policy 8.2.18.4; recommendation: use flextime)  
    • Professional Development (Utilize other institutions as resources to create institution level professional development programs)  
    • TAP for Dependents (potential conflict with gratuities policy and budget concerns.  
    • 2020-2021 USG Staff Council elections – Nominations end March 20th by 5 pm |
## AGENDA ITEM: Senator Updates
### Discussion Summary
- Senator election will be electronic. The information is forthcoming.

### Action Items
- Nominate/Vote for Senators during election periods

## AGENDA ITEM: Committee Updates
### Discussion Summary
- No reports currently

### Action Items

## AGENDA ITEM: Old Business
### Discussion Summary
- Council Attendant Policy
  - Administrative Committee hasn’t met. (Tabled.)
- Staff Council Funding
  - Donna and Sabra met with Dr. Becker with a proposed budget. It is being taken under serious consideration.
- Panther Pantry
  - The Atlanta Campus Pantry needs food. We will be holding a food drive for the Atlanta Campus Pantry.
- Staff Council Elections
  - General Elections have occurred. We need some additional representatives.
- Staff Development Day
  - The Staff Council’s participation in staff development day this year has been terminated. The Staff Council has proposed to take over the future professional development day.

### Action Items
Admin Committee will meet to discuss.

## AGENDA ITEM: New Business
### Discussion Summary
- Staff Climate Survey Updates
  - Themes:
    - Recommend GSU as a great place to work
    - Considered leaving (year over year, 2013-2019)
    - Reasons for considering leaving
    - Professional Development seems to matter
    - Perceptions differ between staff & supervisors
    - Perceptions differ across demographics
  - Next Steps:
    - Use data and analytics to develop programming and action items for Dr. Becker’s approval
- University Audit Services Meeting
  - Sabra met with Dr. Wanda Lynn Riley to discuss how audit services can assist with risk mitigation with future Staff Council ideas and processes.
- Staff Council Transition
  - New members will be sworn in during the March meeting.
- 2019 Performance Review
  - Janice discussed the changes to the Performance Review.

### PROCEDURAL: Procedural Actions
### Action Item
Moved to adjourn at 3:30 PM.