

## Staff Council Meeting

### Meeting Minutes: January 18, 2017

*Student Center West, Room 464, 55 Gilmer St., Atlanta, GA 30303*

**In attendance:** Sonda Abernathy, Chris Almond, Ashley Apollon, Jennifer Asman, Alfred Austin\*, Kashira Baker\*, Latisha Barnes, Boyd Beckwith, Colleen Blanchard, David Brown, D. Anthony Bush, Janice Byrd, Cynthia Wilson Cain, Michael Carter\*, Zduy Chu, Danielle Churchill, Jeffrey Coleman, Constance Collier-Mercado, Emily Cowdrick\*, Angela Crowder, Kike Ehigiator, Charles Featherstone, Marolyn Gentles\*, Jodie Harper, Yvette Hilaire, Tammy Honore, Gregory Howell, Colleen Joyce, Will Kerr, Kenya King, Bonita King\*, Erik Lauffer, Madara McCorkle\*, Jerria McCoy\*, Mary McLaughlin, Frances Mohr, Carmen Newton, Lori Payne\*, Russell Seagren, Lois Shelton\*, Jamar Simmons, Michell Temple\*, Jowanna Tillman, Teresa Ward, Charlene Watkins\*, Tamar Wilkins, and Heath Wood\*

**Excused:** Uzma Bhatti, Wayne Clanton, Cheryl Copeland, Jacob English, Denita Hampton, William Jones, Lisa Page, Anna Pavlik, Denise Rixter and Christopher Robertson

**Unexcused:** Eric Aguiar, Menetha Alston, Amber Amari, Kimberly Bauer, Charmaine Daniels, Tonia Davis, Shernai Dodson, Quen'naldria Drake, Mark Eister, Joe Fernander, Cynthia Gay, Harley Granville, Mark Harper, Erica Hart, Justin Lilly, Lashonda Linton, John Medlock, Rene Mondy, Anna Moore-Johnson, Lannda Oden, Rodney Pegues, Adelaide Richardson, Martin Ross, Korita Slaton, Keith Sumas, James Taylor, Yolanda Travis, Ariday Walkes, Anita Webb, Shelly-Ann Williams, Valerie Woods and Esther Yi

\*Attended via WebEx.

Kenya King, Staff Council Chair, called the meeting to order at 3 pm.

**Approval of Minutes:** The minutes from the November 2016 meeting were distributed via email in advance of the meeting. The minutes were approved as presented.

**Special Presentation:** Mr. Russell Seagren provided an update of the Kell Hall demolition project to make space for the creation of the Greenway and the impact of the City of Atlanta and Department of Transportation's planned replacement of the Courtland Bridge that passes through GA State University's Atlanta Campus. Mr. Seagren's presentation included:

- GA State anticipates the funding in summer 2017 which begins the design phase for the greenway outlined in the university's strategic plan.
- The current plan for the many office and department moves that must take place before the demolition on Kell Hall and creation of the Greenway can begin.
- Funds for the demolition of the Courtland Bridge from Gilmer to MLK, Jr. Blvd. are expected in July 2017.
- The bridge replacement project directly passes between numerous GSU building and impacts building accessibility, vehicle traffic around the campus and pedestrian walkways.
  - Decatur Street should remain open except for a few weekends.
  - The Courtland Building will not be useable during that time because of the limitation of accessibility and inability to provide fire protection during the project.
  - Addition of a permanent ADA accessible entrance on the north corner of Sparks Hall at Gilmer/Courtland.
- Representatives from GA State University, the City of Atlanta and Department of Transportation

will continue to meet throughout the life of the projects to lessen the negative impacts to all affected.

Suggestions from staff council:

- Stagger employees' work schedules from the GA State's normal 8:30a – 5:15p to help alleviate traffic.
- Revisit employees working from home.
- Have a webpage that contains the most current information about the project.

**Committee Reports** (The reports given are placed under the appropriate heading and not in the order in which the report was presented.)

**Staff Council Committees:**

- **Administrative:**
  - Janice Byrd, chair of the Administrative Committee presented the following **proposed two changes to the Staff Council Bylaws:**

**1. Article III, Section 1 Subsection B, Paragraph 9**

**Currently bylaws state:**

9. Number of Representatives and Senators. There will be one representative for each fifty (50) staff members or portion thereof within a district. There are ten Staff Senators, two being the Council Chairs and Vice Chair.

**Proposed change approved by the Executive Committee:**

9. Number of Representatives and Senators. There will be one representative for each fifty (50) *full-time* staff members or portion thereof within a district. There are *fifteen (15)* Staff Senators, two being the Council Chairs and Vice Chair.

A vote by the Staff Council to approve this proposal will be held via electronic voting which was approved by the Executive Committee on 1/17/17. This will help the council achieve its business as all votes require a quorum to be present and this is a challenge with the multiple campuses.

**2. Article III, Section 1 Subsection B, Paragraph 8**

- a. Proposed adding the *College of the Arts*
- b. Proposed clarifying the names of the districts represented by the Staff Council and use the formal name. For example: *Education* would be changed to *College of Education*.

**The Council discussed and agreed that those changes do not require approval and fall under the category of 'editorial changes' as referenced in this section of the bylaws which state: *The representative districts (voting units) of the Council will be designated by functional unit. Any official University restructuring or renaming which affects voting districts will be considered editorial changes to these Bylaws.***

**Reminder** that the IIT needs to be notified of these changes prior to the Staff Council elections.

- **Staff Council elections** will begin February. There will be the following vacancies:
  - 36 staff council seats are rotating off the council
  - 7 senate seats (two of which are chair and vice chair) are rotating off the council
  - The Chair Elect and other officer positions will be available
- The Council discussed concerns about all employees not having ready access to computers to participate in electronic votes, especially members of the police and facilities. Of the 90 seats on the Staff Council, 14 seats are in these two departments.
- **The Council decided to move forward with using electronic voting and participation** as:
  - All employees have a gsu.edu email address.
  - Checking email for Staff Council business should be a part of the expectations as a Staff Council representative.
  - Employees may access and participate online using their cell phones.
  - The committees will ensure voting remains open for a minimum of one week.
- **Executive**
  - Working on Staff Council Annual Report to be completed by March 1
  - The Council Executive Team will see the report before it is shared.
- USG Council Report – no report
- Campus Sustainability – no report
- Communications – no report
- Community Relations – no report
- **Staff Development and Advancement – Zduy Chu**
  - Established three goals with assignments and responsible parties for each goal
  - Working on a merger proposal with the Staff Recognition committee to create a single– Staff Development and Recognition Committee
- Staff Recognition – no report
- Work-life – no report

#### **Senate Committee Reports:**

- Academic Programs – no report
- Admissions & Standards – no report
- Administrative Council – no report
- Athletics – no report
- **Budget – Jowana Tillman**
  - Currently graduate students have a cap of \$3,000 that they can make per month.
  - The group is discussing if there should be a cap and if so, what is the appropriate amount?
  - Want to make the work positions more attractive.
  - Exploring how the portfolio of research funding has expanded in the last 10 years and how individuals can access those funds.
- CBSAC – no report
- Commencement – no report
- Cultural Diversity Research – no report
- FACP – no report
- Faculty Affairs – no report

- **IS&T – Anthony Bush**
  - Making revisions to the Senate Bylaws regarding representation to include Perimeter College
  - Considering electronic meeting communications and voting
- Library – no report
- Planning & Development – no report
- **Statutes and Bylaws -**
  - Updating the bylaws to use the formal, official names of the colleges.
  - That will be presented at the next Senate meeting on February 16, 2017.
- **Student Life and Development** became Student Life. The next meeting is 1/19/17
- **Sustainability – Marolyn Gentles**  
Sustainability is focused on increasing awareness of what the Office of Sustainability is doing including
  - Recycling
  - Exploring ways to decrease GA State University’s carbon footprint
  - Promoting the voluntary Green Office Certification program that offers university individuals, departments and offices the opportunity to gain recognition for sustainable practices already in place and learn how to become even more sustainable. For more information, visit <http://sustainability.gsu.edu/green-office-certification/>
  - Hosting a street festival with numerous vendors for Earth Day on April 20. Earth Day is Saturday, April 22.
  - The Office of Sustainability is available for presentations about its initiatives

**Miscellaneous**

Kenya King, Council Chair, presented the following

- Reminder that developing the 2016 Annual Report is underway. Make sure to send Kenya any information that should be included.
- February 16 is the next Staff Senate meeting
- Is there any interest in the Council hosting an open staff forum?
  - It was note that President Becker already has an April General Town Hall meeting scheduled, so Kenya will follow up with President Becker’s office.
- More information is forthcoming about the Staff Council and Senate position
- The suggestion was make to have a forum in which we highlight staff recognition, achievements and process improvements. The Council would invite the president and provosts.
- Suggestion was made to provide a Staff Council-sponsored showcase of staff improvements to which we invite President and Provosts. That would provide an opportunity for staff recognition outside of the awards ceremonies.

The meeting adjourned at 4:15 p.m.

Respectfully submitted,



Fran Mohr  
Staff Relations Director