

<b>GEORGIA STATE UNIVERSITY STAFF COUNCIL COMMITTEE MINUTES</b>		<b>Date:</b> June 5, 2017	<b>Date &amp; Time:</b> 06/05/17 at 11:15 AM <b>WebEx: Available</b>
<b>Committee Name:</b> Administrative Subcommittee		<b>Recorded by:</b>	Rose Baldwin
<b>Meeting Place:</b> Student Center West Conference Room 474			
<b>Attendees:</b>	Ashley Apollon (vice chair), Rose Baldwin (chair), Jeffrey Benson, Bradley Horton, Erik Lauffer, Madara McCorkle, and Tamar Wilkins		
<b>Absentees:</b>	Dana Brown, Paula Sorrell, and Jowanna Tillman		

<b>Agenda item 1:</b>	<b>Approval of previous meeting minutes</b>
Discussion Summary	<ul style="list-style-type: none"> <li>The May 11, 2017 meeting minutes/report was approved.</li> </ul>

<b>Agenda item 2:</b>	<b>Update on recent Staff Council's members' vacant seats</b>
Discussion Summary	<ul style="list-style-type: none"> <li>Chair Baldwin reported on the 4 replacement members as follows: <ol style="list-style-type: none"> <li>Bradley Horton, President and Provost District, assigned to Administrative Subcommittee</li> <li>Boyd Beckwith, VP Division of Student Affairs, assigned to Community Relations Subcommittee</li> <li>Andre Giddens, Police District, assigned to Campus Sustainability Subcommittee</li> <li>Carson Whatley, Police District, assigned to Community Relations Subcommittee</li> </ol> </li> </ul>

<b>Agenda item 3:</b>	<b>Discussion on OrgSync proposed for annual Staff Council's elections</b> <a href="https://orgsync.com/login/georgia-state-university">https://orgsync.com/login/georgia-state-university</a>
Discussion Summary	<ul style="list-style-type: none"> <li>Chair Baldwin revisited on Staff Council's proposal (whether as a whole or subcommittee) to offer new goals for the senate year. There was consensus from members of this subcommittee to propose a new elections system due to the current one being outdated. Mr. Benson provided a presentation on the proposed OrgSync election system designed to communicate with a large</li> </ul>

	<p>population simultaneously, track involvement, and manage various ballot/nomination events. It has many features (<i>ie.</i> customizable dashboards) that will make the elections <i>a</i> more streamlined and efficient process. OrgSync software has been in use for 6 years, approximately, by GSU. There is no anticipated cost on the software license agreement since GSU keeps an university-level subscription, and also, the vendor is available to offer training, if applicable. Mr. Lauffer discussed the total number of eligible nominations each year is 3,500, approximately. Further, the typical schedule is to have staff list completed by December and nomination invitations ready for distribution in early January. Mr. Lauffer requested to have a test-run including the possible report options prior to pursuing the large-scale implementation. Members present concurred. Mr. Benson responded he will make plans to schedule a small test production in September, <i>tentatively</i>, and also, he will share information as it develops.</p>
Action Item:	<ul style="list-style-type: none"> <li>• Mr. Benson will email to the group some basic instruction on how to use OrgSync system.</li> </ul>

<b>Agenda item 4:</b>	<b>Staff Council’s retreat reminder</b>
Discussion Summary	<ul style="list-style-type: none"> <li>• Chair Baldwin provided a reminder that Staff Council’s retreat is scheduled for Friday, June 16.</li> </ul>

	<b>The meeting was adjourned at 12:05 PM</b>
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