



Staff Advisory Council Meeting

August 6, 2014 9:00 a.m.

Burnett Hall Boardroom

Meeting called to order: 9:02 a.m.

Present:

Rebecca Carroll
Jaqueline Stepherson
Pat Potter
Pam Culberson
Laura Mills
Laura Pallini-Bolton
Shannon White
Carol Lightle
Rick Matthews
Anne-Marie Grayson

Absent:

Tracee Hickman

Special Guests:

Deidra Dennie

Special Guest – Deidra Dennie to discuss Title IX: Deidra Dennie discussed Title IX, its history, and the current impact it has on Universities. Although thought of as pertaining to athletics, it basically says you can't discriminate on sex, it applies to both males and females. The government is doing more enforcement because of the rape statistics with colleges. There will be a brand new sexual harassment policy, especially pertaining to student on student. Armstrong will be having mandatory Title IX training for all employees – if you get a paycheck from Armstrong you need to attend. Bystander Awareness training is being offered to students during the week of move-in, if there is a lot of interest they will do more sessions. Deidra is available for department training if employees are not available to attend the sessions.

Treasurer Report

- Donation: \$10, \$9.50 after online fee
- Discretionary Fund: \$1,044.75
- Textbook Scholarship: No Changes, balance is \$1,380.52

Committee Reports

Elections Committee

- Nothing to report

Fundraising Committee

- No new business
- Rick brought up that Campus Campaign letters will go out this week and he wants to encourage to donate to Staff Council and Staff Hardship

Outreach/Special Events Committee

- No new business
- E-mail was sent about Making Strides Walk
- Women's basketball team is interested in volunteering
- Another email will be sent out

Staff Development and Welfare Committee

- Over 60 people attended FERPA training
- Contacting Brandi in HR about working with training for staff
- Working on setting up a schedule for other events

Old Business

- Faculty and staff compensation study
 - Letters were given to VPs yesterday (8/5), pay increases will be retroacted to July 1st
 - Mainly bi-weekly staff will be affected by the increase
 - This was Phase 1, Phase 2 will be depending on Fiscal Year 15 and won't be able to be address until closer to the budget being revealed
- Textbook Scholarship Review
 - Will email out update
- Revamp Website
 - Went through each page of website
 - Will send out email to review changes
- Green Initiatives
 - Rebecca Carroll will follow-up on this
- Grievance Committee
 - Carol Lightle has started the process to review policies and guidelines. She will pull the list of eligible staff members and send out for our recommendations.
- Ad Hoc Schedule Committee Update
 - Survey has been drafted, HR and PC needs to review before sending out to campus
 - Earliest it can be sent out will be September
 - This will address starting next Summer
 - The best expectation will be that departments will be able to adjust their schedules individually, a dramatic campus-wide change will take 2-3 years to phase in
- Committee Documentation
- Joint Leadership Meeting on July 29
 - Laura Mills, Pat Potter, and Laura Pallini-Bolton attended
 - Laura Mills and Pat Potter will be attending monthly meetings, they will be spokespersons for Staff Council
 - Laura Mills will be receiving posting information and council members can contact her with questions

New Business

- Showing appreciation for those who go above and beyond for Staff Council
 - Submitting names to Above and Beyond with HR
 - Need to be consistent as a council when submitting nominations
 - Putting names on website
 - Thank you emails
- USG Staff Council Questionnaire
 - TAP policies and bereavement time
 - By the end of next week (8/15) send your opinions to Laura Mills and she will send a single consensus email
 - Recommend defining full-time employees
 - Armstrong currently allows up to 3 days for bereavement, and extended requests must be submitted to HR; sick leave is taken for bereavement; each institution is allowed to define what is immediate family
 - TAP does not cover all online costs, should this be addressed

- September Meeting - currently scheduled for September 3 which is week of Labor Day
 - Laura Mills will send an email about September meeting
- Other

Motion to adjourn meeting: Meeting adjourned at 10:17 a.m.