



Armstrong Atlantic State University
Minutes of the Staff Advisory Council
Wednesday, March 1, 2006

Present: Jonnie Chandler, Fern Illidge, Pete Mastopoulos, Shannon Mastopoulos, Betsy Ray, Becky Smith, Noot Tisdale, Peggy Williams, and Rebecca Carroll (ex-officio).

Absent: Amy Carter (Excused)

The members of the Staff Advisory Council met at 1:00 p.m. in Burnett Hall President's Conference Room.

The February meeting of the Staff Advisory Council was called to order at 1:25 p.m. Wednesday, February 1, 2006. Fern Illidge, Chair, presided.

- I. Copies of the minutes of the February 1, 2006 meeting were approved via email and posted on the Council web site.

Copies of the draft minutes of the February 15, 2006 Special Called Staff Advisory Council Assembly were distributed to the Council. The minutes were approved as amended.

II. Unfinished Business

Status of the Sick Leave Pool Policy:

- Rebecca Carroll gave a status report. Her office has received more than 100 applications for the Sick Leave Pool Policy. After the Open Enrollment ends, Rebecca will send a campus email to campus faculty/staff letting them know they will receive a copy of their processed application through campus mail, and asking them to please let her know if they did not receive that copy. This will identify any missing applications from faculty/staff that were turned in.

III. Special Events update

- The campaign for S.A.F.E. Shelter donations began today, March 1st and will continue through April 7th. Captains for each campus building have been identified, except for three (3) buildings and calls will be made to solicit help for those areas. Fliers went out on campus 2/28/06 to campus staff. University Relations will also help promote the campaign with written literature and photographs. The next campus flier will include a listing of building locations and captains.
- The Special Events Committee will meet Saturday, April 8th to put together individual kits for the S.A.F.E. Shelter from the donations.

IV. Elections

- Council elections are scheduled for April. The Election Committee, composed of Chair - Fern Illidge, Vice Chair - Jonnie Chandler, Secretary - Becky Smith, and Advisor-Rebecca Carroll, will meet prior to the next Council meeting to discuss the process and get items/procedures in place for the upcoming elections.

V. Changes and Suggestions for the Bylaws

Bylaw changes were discussed. The following suggested bylaw changes will be submitted to the staff at the April Staff Assembly:

1. Add: **working**
 - Article VIII. C. 3. a.
 - Keep minutes of regular and special meetings of the Council and of the Assembly and distribute official minutes to all staff within ten **working** days of each said meeting.
2. Change Ballot Committee to **Election** Committee:
 - Article V.D.
 - The ~~Ballot~~ **Election** Committee shall be composed of the Council Chair, Vice-Chair, and Secretary. The ~~Ballot~~ **Election** Committee shall coordinate the nominations and the election process.
 - Article VIII.C.1.h; C.2.d; C.3.e.V.D.
 - Participate as a member of the Council ~~Ballot~~ **Election** Committee
3. Add: **un-excused**
 - Article VII. C
 - If a fourth **un-excused** absence occurs, it will be assumed that the incumbent has vacated the seat.

VI. New Initiatives

Jonnie Chandler presented several options to the Council as new initiatives:

- A campus health fair
- A cultural diversity walk-a-thon
- Workshops of interest to faculty and staff

VII: Additional Business

The Council also discussed previous goals:

- providing refreshments to departments involved in registration
- get well cards for staff
- the Council's yearly budget

The meeting was adjourned at 2:40 p.m.

Respectfully submitted,

Becky Smith, Secretary

Next Council meeting:

Wednesday, April 5th at 1:00 in the Burnett Hall President's Conference Room.

Web site questions:

There were no questions submitted to the web site.