



Armstrong Atlantic State University
Minutes of the Staff Advisory Council
Wednesday, May 2, 2007

Present: Jonnie Chandler, Peggy Witherow, Peter Mastopoulos, Betsy Ray, Scott Gilreath, Ginger Smith, Peggy Williams, Noot Tisdale, Brian Dawsey, Rebecca Carroll (ex-officio)

The members of the Staff Advisory Council met at 1:00 p.m. in Burnett Hall President's Conference Room on Wednesday, May 2, 2007.

The May meeting of the Staff Advisory Council was called to order at 1:20 p.m.

I: Copies of the Staff Advisory Council Meeting Minutes from April 4, 2007 and the Staff Assembly Meeting Minutes from April 18, 2007, were distributed to the Council and approved with minor changes.

II: **Committee Reports**

Election Committee

Betsy Ray briefly mentioned that there were 90 ballots submitted at the Staff Assembly Meeting and 50 ballots submitted for the runoff election. Turnout for the election was higher than the past two years--73 ballots for 2005 and 53 ballots for 2006.

Communications Committee

Ginger Smith mentioned that there were a total of 36 surveys completed by staff for Staff Development. A motion was made and approved to accept the Staff Development Proposal with proposed changes.

Shannon Mastopoulos will make necessary changes to the Staff Advisory Council website.

Peter Mastopoulos reviewed the comment cards from the Staff Assembly. The following were questions/comments from the staff:

“If we are going to lose a holiday for the Christmas holiday block, I'd like to be able to choose the holiday based on what is more important to me and my family.”

“Clarification of job responsibilities that can change at the discretion of the supervision without any notice or compensation.”

“Ask CIS to set up a staff phone base for BLAST and use it to contact staff with recorded messages for one or more SAC events (i.e. this meeting) next year.”

“Why does the staff not have more say in which holidays are taken away, such as Memorial Day. Would prefer more time off during the year instead of Christmas time.”

“In the future, could we please meet in a larger room? There was not enough room for everyone to sit down and the speakers were very hard to hear. Thank you.”

“Push for Domestic Partnership Benefits.”

The Staff Advisory Council will send the questions/comments to the appropriate area of concern for any response.

Special Events Committee

Peggy Williams mentioned that there is a Special Events meeting planned for Tuesday, May 8, 2007, at 11:00 a.m. to plan for a summer/fall project. An update will be given at the June 6 meeting.

A nice article on the Union Mission service project is in the May issue of eArmstrong.

Brian Dawsey will be meeting with Reggie Cooper and Bernard MacDougall from Plant Operations to discuss an idea for a fundraising event. He will provide an update at a future meeting.

Staff Welfare Committee

Scott Gilreath stated that the Staff Mentoring proposal is ready for President Jones' review/approval. A motion was made and approved to present the Mentoring Program Proposal to Dr. Jones.

Election Procedures Task Force

Peggy Witherow sent out 60 email messages to a random selection of staff members requesting feedback about the election process for the Staff Advisory Council. Peggy received only two responses. The responses included having the election process available online or through email. Peggy plans to do more research and ask for more inquiries.

III: **Old Business**

Review of Staff Assembly Meeting

Peter Mastopoulos suggested having an updated copy of the Staff Advisory Council's Bylaws included in the PowerPoint for the next Assembly meeting.

IV: **New Business**

Minutes for June Meeting

Peggy Williams will email minutes from the June 6 meeting to members of the Council through email for approval. The agenda for June 6 meeting and updated copy of Bylaws

will be emailed to all current and new members of the Council. The Burnett Hall Board Room is reserved for the June meeting.

New Member Orientation

Pete Mastopoulos confirmed that the Department of Human Resources would coordinate the new council member orientation. Current council members will be called upon to assist if necessary.

Future Presentations about AASU Foundation/The Future of Lunch

Peggy Witherow discussed with the Council that the money being used for lunch meetings is withdrawn from the Armstrong Foundation and would like to see the money used in a more productive way.

A motion was made and approved to change the time of the June council meeting to 10:00-11:30 a.m. instead of during lunchtime.

Bylaws Changes

Pete Mastopoulos mentioned that there are several bylaws that need to be addressed in the near future, especially Article 7B-Council Vacancies. This discussion was tabled for a future meeting.

Staff Textbook Scholarship Drawing

Congratulations to Tracy Hamilton, Health Sciences and Lindsey Blount, Information Technology who were selected via random drawing from the pool of qualified applicants to receive a \$50 textbook scholarship at the AASU Bookstore for summer 2007 semester.

IV: **Human Resources Director, Rebecca Carroll's Update**

Rebecca Carroll briefly mentioned that the Strategic planning is coming along very well. Dr. Whitford is doing a great job with this project. The two main areas of focus, so far, are employee training and quality of life.

The Chair of the Staff Advisory Council, Peter Mastopoulos, will be attending the President's Retreat in June 2007.

V: **Announcements**

- A. Thank you to Peggy Witherow for representing the Staff Advisory Council on the 2007 Awards Selection Committee.
- B. A Get Well card was sent to Dr. Sharyn Gibson of Radiologic Sciences.

The meeting was adjourned at 2:45 p.m.

Respectfully submitted,

Peggy Williams, Secretary

Next Council Meeting

Wednesday, June 6, 2007 at 10:00 a.m. in Burnett Hall Board Room

Attachment (s): Comment cards from Staff Assembly. Staff Textbook Scholarship Applicants.