



**Armstrong Atlantic State University**  
**Minutes of the Staff Advisory Council**  
Wednesday, September 7, 2005

**Present:** Amy Carter, Fern Illidge, Peter Mastopoulos, Shannon Mastopoulos, Betsy Ray, Becky Smith, and representing Rebecca Carroll (ex-officio), Bill Kelso.

**Absent:** Jonnie Chandler, Noot Tisdale, Peggy Williams, and Rebecca Carroll (ex-officio)

**Guests:** Elizabeth Sams

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The members of the Staff Advisory Council met at 1:00 p.m. in the Armstrong Center Technology Conference Center.

- I. The September meeting of the Staff Advisory Council was called to order at 1:05 p.m. Wednesday, September 7, 2005. Fern Illidge, Chair, presided.
- II. Fern Illidge asked for approval of the minutes of the August 3, 2005 meeting. The minutes were approved.
- III. Unfinished business:
  - The Council members signed a card for John DeLorme
  - The memorandum from President Jones - "Request to Amend AASU Faculty Handbook & Regulations" was distributed. The requested changes have been approved by the President.
- IV. Guest: Elizabeth Sams from External Affairs talked to the Council about possible scholarship opportunities, as related to Staff.
  - There is an established scholarship already in place for a child of an AASU full-time staff member for tuition assistance. This past year the scholarship was not awarded because there were no applicants for the scholarship.
  - Scholarships are awarded per the academic year - Fall semester, and Spring semester.
  - An endowed scholarship requires \$10,000 to be established. Awards are made from the interest that accrues to the \$10,000 account.

- A staff scholarship could be started - with any amount of a donation. Criteria must be set for applicants and guidelines put in place for awarding the scholarship. Funds would be directed to External Affairs and disbursed by Terri Harris.
- Questions in reference to setting up the staff scholarship should be directed to Elizabeth Sams or Gail Rountree.

V. Staff Welfare Committee

There was discussion of the Proposed Sick Leave Bank policy. Pete Mastopoulos will call a meeting of the Staff Welfare Committee, with Rebecca Carroll, to discuss the policy. The Council is hoping to put together a policy to present at the Assembly meeting. Becky Smith will substitute on this sub-committee for Jonnie Chandler while Jonnie is out.

VI. The preparations for the upcoming September Assembly Meeting were discussed.

- The Council members will make introductions at the Assembly.
- Becky Smith will be responsible for bringing name tags, pencils and index cards to the Assembly.
- Bill Kelso will put together a video of various staff pictures that will be on the screen as people come into the Assembly.
- The “Invitation” flier will be distributed to campus staff the week of September 12<sup>th</sup>.
- Reminder invitation cards will be hand-delivered to campus staff by the Council on Tuesday, September 20<sup>th</sup>. The cards will be distributed as follows:
  - Becky Smith/Noot Tisdale: Administration Building and Victor Hall
  - Peggy Williams and Pete Mastopoulos: University Hall and Armstrong Center
  - Amy Carter and Betsy Ray: The Fine Arts Annex, ARC, Plant Operations, Sports Center, Ashmore Hall, Fine Arts Hall, and University Police
  - Shannon Mastopoulos and Fern Illidge: Solms Hall, Hawes Hall, MCC, MCC Annex, Gamble Hall, and Jenkins Hall.
- The Council will meet Monday, September 19<sup>th</sup> at 3:00 in University Hall to have a practice and to finalize the agenda for the Assembly.

VII. The Council discussed putting together a booth for AASU Day, October 12<sup>th</sup>. This will be discussed at the next Council meeting in October.

The meeting was adjourned at 3:00 p.m.

Respectfully submitted,  
Becky Smith, Secretary

Next Council meeting: Wednesday, October 5<sup>th</sup> at 1:00 in the Armstrong Center Technology Conference Center.