



Armstrong Atlantic State University
Minutes of the Staff Advisory Council
Wednesday, October 5, 2005

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

Absent: Noot Tisdale

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 1:25 p.m. Wednesday, October 5, 2005. Fern Illidge, Chair, presided.
- II. Fern Illidge asked for approval of the minutes of the September 7, 2005 meeting and the September 21, 2005 Assembly. The minutes were approved.
- III. Unfinished business: None
- IV. Staff Assembly
 - Success: Fern thanked the Council members for their participation.
 - Improvements: technology/glitches with the laptop for the power point presentation
 - Staff Volunteer Lists: The Council was very happy with the good response from the campus staff.
 - Special Events Committee: There were fourteen people (14) that signed up to volunteer with special events. They are as follows:
 - Anita Mei
 - Vickie Dyer
 - Tracy Frye Allen
 - Anne Hanne'
 - Bernard MacDougall
 - Kerri Reid
 - Leslie Mundell-Crucet
 - Mary Ellen Donatelli
 - Peggy Witherow
 - Brian Dawsey
 - Sue Rycakowski
 - Reggie Cooper
 - Desiree Plummer
 - The Special Events Sub-committee, Amy Carter and Peggy Williams, will contact these volunteers and put together a meeting for the entire group to

discuss upcoming projects and to solicit ideas from the volunteers.

- Staff Welfare Committee:
- Three (3) people volunteered to serve on the Ad Hoc Benefits Committee. Pete Mastopoulos moved that the following three (3) volunteers be asked to serve on that committee:
Wynn Sullivan
Anita Mei
Georgia Massey
- One person, Sue Rycakowski, volunteered for the Ad Hoc Committee - 403(b) tax sheltered annuity plans.
- Rebecca Carroll will schedule a meeting for the ad-hoc committee volunteers for The Supplemental Benefits Committee.

V. Sick Leave Policy

There was discussion of the Proposed Sick Leave Bank policy. Pete Mastopoulos presented a draft from the Staff Welfare Committee. The plan was drafted from other university policies currently in place, or being proposed. Pete presented a time line for the Policy, a list of a campus Review Team, and statistics that he had received from Lillian Tisdale, Office of Business and Finance, related to campus faculty and staff accumulated sick leave hours.

VI. AASU Day Booth

Peggy Williams gave a report from the Special Events Committee about plans for the Staff Advisory Council booth. The Council will raffle a gift basket with proceeds going to the proposed Staff Textbook Scholarship Fund. Tickets will be \$1.00. The Council members will provide items in the booth to sell. Informational material about the Council will be on hand at the booth. The raffle will take place at 6:00pm and the winner will be notified the next day, October 13th.

VII. Logo for The Council

Fern distributed a questionnaire from University Relations relating to the development of the Council logo. The Council will provide feedback on the questionnaire to Fern.

VIII. Academic Orientation and Advisement

Fern presented to the Council a request from Greg Anderson. He would like to come to a Council meeting to discuss a new USG initiative: Retention, Progression, and Graduation. Mr. Anderson will be invited to speak to the Council at the next regularly scheduled meeting in November.

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

Respectfully submitted,

Becky Smith, Secretary

Next Council meeting: Special Called Meeting to discuss the Sick Leave Pool Policy

Wednesday, October 26th at 1:00 in the Armstrong Center Technology Conference Center.

Questions:

1. Submitted via Comment Form (SAC website 9/21/05)
Since budgetary restraints are of paramount interest to the university, I think all notices (brochures, pamphlets, invitation, etc.) within the university should be done via-email and eliminate all of the printed material that comes to each employee. I can't imagine how much money that would save. Why can't all of these things be handled electronically? For example: I received the Art, Music, and Theatre Department's fall schedule three times - once via e-mail, once via campus mail and once via personal mail at home. Why all the waste?

Submitted via Comment Form (SAC website 9/28/05)

Hello, It's me again. I just wanted to bring to your attention that, again, we are receiving duplicate announcements. Last week everyone in our office received a packet regarding the Faculty Lecture Series. In an interdepartmental envelope were small flyers for each of the series' lectures. It was a very nice presentation, but not cheap, I am sure. Today through interoffice mail we received a notice about the first lecture in the series. Also, very well done, on lime green paper. Undoubtedly, we will receive these for each lecture and probably several emails to boot. I am just wondering what the total cost of all of this is? Couldn't these be included as attachments to e-mails to be printed at the recipient's discretion?

Response:

The Council agreed that we need a variety of communication - electronic and paper, due to the fact that some department do not have access to email. We realize that there are areas of duplication. We will mention this item to Vice President Brignati. We will also ask staff personnel to contact that department to let them know they have received duplicate materials.

2. Submitted via Comment Form (SAC website 9/13/05)
I've noticed that there are awards given to hourly staff. I wonder if the council has thought about possibly creating an award for professional staff who have done a great job on campus.

Response:

Rebecca Carroll advised the Council about the two (2) awards already in place for Staff and the difference between the awards. The Professional award is a recommendation from the students; the Staff Member of the Year Award is voted on by staff.

The Council decided to add this item to the next regular Council meeting agenda for further discussion.

3. Submitted via Comment Form (SAC website 9/21/05)
I was talking with one of my faculty member who said that their SICK leave time accrues and is added to their retirement. Is this the same for staff members?

Response:

Yes. If an employee has accrued at least 60 days of unused sick leave, all unused hours can be credited toward retirement.

4. Many at AASU are nearing retirement age and have questions concerning social security and how it works with our retirement. I sat in on a very informative presentation for City of Savannah employees by a representative from Social Security. Lots of good information.

Thank you for the suggestion. The staff advisory council is considering ways to deliver pertinent and valuable information to the staff, and your suggestion has been passed along to the Staff Welfare Committee for consideration.

5. I would like to know if there are any medical coverage options for only hospital care, that would be less expensive than the total medical care package we have now?

Response;

The University system of Georgia provides the health insurance options for the colleges in the system, and individual colleges are prohibited from offering any additional plans that duplicate provisions of those services. In the meantime, make sure to closely examine all three health insurance options (Indemnity Plan, PPO and HMO) to see if the least expensive option will meet your needs, as there is approximately a \$55 cost difference between the indemnity plan and the HMO based upon 2006 premiums.