



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

**Present:** Jonnie Chandler, Peter Mastopoulos, Peggy Witherow, Noot Tisdale, Brian Dawsey, Peggy Williams, Ginger Smith, Betsy Ray, Scott Gilreath

**Absent:** Rebecca Carroll (ex-officio)(excused)

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The members of the Staff Advisory Council met at 1:00 p.m. in Solms Hall, Room 209.

The November meeting of the Staff Advisory Council was called to order at 1:13 p.m., on Wednesday, November 1, 2006. Peter Mastopoulos, Chair, presided.

I: Copies of the October 4, 2006, minutes were distributed to the Council and approved.

II: AASU Day Buy the Book Sale Closeout Report

Peggy Williams thanked the members of the Staff Advisory Council for their help in volunteering to work the book sale booth on Celebrate AASU Day. The Buy the Book Sale was a great success with total sales netting \$521.00. Proceeds will be donated to the Staff Textbook Scholarship Fund. The winner of the \$25.00 AASU Bookstore gift certificate is Susan Kemner, who will be a new undergraduate student at AASU beginning spring semester 2007. Congratulations to Susan.

Peter Mastopoulos reported that thank-you notes were sent to the campus volunteers who worked at the booth.

III: Committee Reports

Communications Committee

Ginger Smith is continuing to receive feedback from the staff development surveys and thus far, the majority of the respondents are interested in some form of staff development. She briefly reviewed the comments and some responses included health workshops (i.e. exercise and nutrition), career-resume building, computer training workshops, foreign language and sign language workshops.

The Communications Committee will compile the survey results and present it at the December meeting.

#### Staff Welfare Committee

Scott Gilreath is planning to depart for the USGSC conference on November 2-3, 2006. There were some changes made to the agenda for the conference reducing the number of choices for different sessions that are available. Scott will report in the conference to the Staff Advisory Council at the next meeting.

Scott sent an email to the sub-committee and has not yet received any feedback regarding staff mentoring. He plans to schedule a roundtable discussion to produce ideas and types of sessions to include for staff mentoring.

#### Ad Hoc Staff Recognition

Brian Dawsey briefly mentioned that he met with the ad hoc committee to review the possibilities of two staff awards to be given out in spring 2007. Some ideas for the name of the awards are Professional Staff Person of the Year and Staff Service to the University. The ad hoc Committee will be having another meeting to discuss the two awards and other ideas for staff recognition/appreciation on November 13, 2006 at 10:30 a.m. He welcomes anyone to join and to bring ideas for names of the awards. Information will be brought to the December Staff Advisory Council meeting in preparation for presentation to President Jones.

#### Special Events Committee

Peggy Williams and Brian Dawsey plan to meet with the Special Events Committee before the end of November to get some ideas for a spring 2007 service project. The committee will also be brainstorming fundraising ideas with the hope of establishing a new fund for donation to charities. Information from the Special Events meeting will be included in the December Staff Advisory Council meeting.

#### IV: New Business

##### Holiday Leave Proposal

A motion was made, seconded, and approved to have Peter Mastopoulos contact Rebecca Carroll for clarification of the holiday leave proposal. The Staff Advisory Council needs more details and deadline for the decision. If there is a deadline before the December 2006 Staff Advisory Council meeting, a special meeting will be called in November.

#### V: Announcements

##### Textbook Scholarship Procedures

Jonnie Chandler will be drafting standard procedures for the distribution of funds from the Staff Textbook Scholarship to future winners.

Bylaws Review

Jonnie Chandler, Peggy Williams and Betsy Ray will be meeting in November to review and make necessary changes to the voting procedures and to the staff advisory officer election process. The Staff Advisory Council Bylaws will then be updated once changes are approved.

The meeting was adjourned at 2:13 p.m.

Respectfully submitted,

Peggy Williams, Secretary

**Next Council Meeting**  
**Wednesday, December 6, 2006, at 1:00 p.m. in Burnett Hall President's  
Conference Room**

**Attachment (s):**

Holiday Leave Proposal Calendar

Buy the Book Sale ticket with winner's information

**Web site questions:** There were no questions submitted to the web site.