

North Georgia College and State University
Staff Council Minutes
September 8, 2005

Attendees: Allison Strong, Jill Brady, Jennifer Collins, Angie Erwin, Jeanette Mann,
Nancy Schwartz, Melissa White, Jim Wyrosdick,
Guests: Donna Gessell, Jay Steed

President's Report: Allison discussed recent accomplishments of Staff Council and gave credit to past members whose terms expired.

Treasurer's report: Handout. Financial statement will be printed up each month
Minutes Approved:

- 1) Planning meeting of July
- 2) August 11, 2005

New procedures mandate us to archive minutes from each meeting in Stewart Library, according to SACS.

-New Business- Summer 2006 – Spring 2008 Calendar

- Presentation from Dr. Donna Gessell – a committee met over the past nine months to revise the current academic calendar. Group can entertain changes over the next week:

Committee offers a condensed semester running 15 weeks plus exams instead of 17 plus exams, so more in line with other U. of GA system institutions.

Opposition comes from School of Fine Arts – extra minutes in class will not help; they need the extra weeks for practice. Student opposition as voiced by SGA; however commuter students were not considered. Jay Steed described the “shrinking window” making it impossible to accomplish certain tasks between semesters as they blend together.

Proposal will go to President's Council

- Jay Steed reviewed the Shared Leave policy proposed by Staff Council with Thomas George, Director of Human Resources. UGA has a Pilot Program that involves donating sick leave time, however that institution offers “no official stance” describing the particular type of leave donated. He explained that sick leave belongs to the University, not to the employee. The only type of leave under consideration to donate is Vacation Leave. We need to draft procedures for donating our leave. Considerations: the length of time recipient has been employed, (i.e. 6- month probationary period) and approval by their Department Head or manager.

Staff Council felt we needed Ad Hoc Leave Committee: Allison, Jeanette, Melissa White, Nancy Schwartz. Mission to investigate the prohibition of sick leave donation.

Committee Reports

- a. Nomination and Election: n/a
- b. **Staff Development** Committee: Jennifer -Form needs to be revised to remove Human Resource signature Line. Target finish date is Sept. 14th
- c. **Public Relations** Committee –Chair of this determines camera usage process. Web Page updated by end of week with Watermelon Bust photos. We should advertise/introduce our web page.
Brochure in use? Contact Joyce
- e. **CommunitE** Bulletin Board. Consensus in planning meeting agreed to eliminate this feature; look into Blog idea with Jay Steed's help. Nancy to investigate.
- f. **Welcome** Committee- no news to date
- g. **Staff Awards** Group: Employee of the month search. Enticements: Aramark meal certificates, President Potter's attendance, \$20.gift certificate award from bookstore that we fund. Voted and approved that \$180. be used from Foundation Account to support 9 - months' worth of awards.
Discussion: Faculty of the Year earns parking spot, but Staff member of the year was turned down for same privilege. Shall we revisit this directive?

Old Business:

- a. Motion & vote to accept and embrace Staff Council Constitution and Bylaw Revision and Mission Statement.
- b. Homeland security evaluation: Jennifer learned that this had been done 3 years ago. Maybe signage would improve situation in HNS building.
- c. State Staff Conference: \$59 room rate. Expense account pays lodging, staff development pays registration. Van rental estimates from NGCSU vs. Enterprise Rental. Seven members applied to attend.

New Business Continued:

Plant Operations staffers concerned about gas prices. Contacted by Van Pickelsimer, who commutes from Morganton, that we explore working four ten-hour days.
Hurricane Katrina update: Jennifer informed us that 2 students began studies at NGCSU from the affected area. Waivers for immunization/transcript requirements.
Student organizations are adopting students

Meeting adjourned at 11:08 a.m.

CT/ns