

Staff Council Minutes
October 13, 2005

The meeting was called to order at 9:30 AM by the President, Allison Strong. The meeting was located in Rm C, HOAG Student Center.

Members present:

Jennifer Collins
Gloria Jones
Nancy Schwartz
Allison Strong
Cindy Teston
Jim Wyrosdick
Lynn Youngblood
Angie Erwin
Melissa White

Members absent:

Kathy Rich
Sherry McIntosh
Jeanette Mann

Attendees: Van Pickelsimer
Kelley Roberts

Reports:

President: Allison Strong opened with the President's Report. She discussed administrative procedures for the NGCSU Staff Council members who would be attending the Georgia Staff Council Conference at UGA to use for registration and billing.

Vice President: Jennifer Collins announced that the new funding request form will be posted on the NGCSU Staff Council website very soon. She added that the Continuing Education Center will assist staff with Staff Council funding paperwork.

Treasurer: Gloria Jones stated that the Staff Council digital camera would be paid for by the NGCSU Foundation instead of by the Staff Council Expense Account due to funding regulations.

Committees:

Staff Development: 2 requests have been received. Suggestion: Staff Development funding requests opportunities should be advertised in new Welcome brochure.

Welcome: Jeannette Mann will email out contents for Welcome brochure to all staff. Currently there are 25 Welcome packets available after the Human Resources Office sent packets to all new staff members at NGCSU.

Public Relations: Staff Development Funding instructions are on website. Soon Staff Development Funding Requests will be also.

Scholarship: Thank-you cards to donors contributing to the Staff Development Scholarship Fund will be written. A one-time donation request to local businesses for donations to the fund is being considered. These requests will be done during the NGCSU Foundation contribution campaign timeframe.

Staff Awards: There are 6 nominations for Employee of the Month Award. The committee will meet next week to decide on the final recipient. All Awards Committee

information is on the website now with the new email address included. Nancy Schwartz volunteered to be the secretary of this committee.

Community Bulletin Board: The Staff Council voted to dissolve this committee.

Old Business: Cookies with Santa tentatively is scheduled for December 5, 2005. Allison Strong will coordinate this event with Dr. Potter's office. Either Dr. Potter, Santa, or a vice president of this institution will participate and read to the children.

White Christmas is tentatively scheduled for December 8, 2005. Coordination must be made with Ms. Paula Palmer of the Community Helping Place.

New Business:

Health/Exercise Program- Mrs. Kelley Roberts discussed a Health/Exercise Program idea for this institution based on her participation in an authorized program in South Carolina. The suggestions: Have a campus-wide campaign to encourage weight loss and better nutrition through a contractual agreement for employees to leave the workplace to exercise, have monthly health topic lunches, have a campus-wide weight loss competition, and any other incentives that would not cost the institution money. Discussion included the information that new HMOs are encouraging prevention/system management which would look favorably on such a prevention program. Cindy Teston volunteered to get more information from the Health & PE Dept.

Flex Time Program-Mr. Van Pickelsimer discussed a Flex Time Program for this institution. The suggestion is to offer 4 days a week for 10 hours a day option. Jennifer Collins mentioned that the GA Homeland Security Office had this plan and that she had the paperwork and would bring it to the next Staff Council meeting for further discussion.

The meeting was adjourned at 10:40 AM.

Staff Council Officers/Executive Board Members are: Allison Strong-President, Jennifer Collins-Vice President, Cindy Teston-Secretary, and Gloria Jones-Treasurer.

Standing Committee Members are:

Nominations and Elections Committee: Jeanette Mann-Chairperson, Cindy Teston, and Jim Wyrosdick

Staff Development Committee: Jennifer Collins-Chairperson, Melissa White, and Nancy Schwartz

Public Relations Committee: Jeanette Mann-Chairperson, Allison Strong, and Gloria Jones

Scholarship Committee: Gloria Jones-Chairperson, Jill Brady, Jim Wyrosdick, and Kathy Rich

Welcome Committee: Sherry McIntosh and Jim Wyrosdick, Co-chairpersons, Jeanette Mann, Allison Strong

Staff Awards Committee: Jill Brady-Chairperson, Angie Erwin-Vice Chairperson, Nancy Schwartz-Secretary, Elizabeth McIntosh, Darlene Seabolt, Lynn Youngblood, Karen Roop