

# **EAST GEORGIA STATE COLLEGE**

## **Staff Council Meeting**

**Friday, March 8th, 2013**

The Staff Council meeting was called to order at 2:00 pm in room C128 of the Academic Building on the Swainsboro campus. The meeting was set up to provide a video conference feed to the Statesboro campus. Those attending from the Statesboro campus were located in room H133.

### Welcome

The meeting began with a welcome from Chair Angie Brown. She reminded everyone that staff council is for us and our needs, and to utilize it as so.

### Approval of Minutes

Motion was made by Jill Kirkland to accept the minutes of the February meeting as presented. Karen Murphree seconded the motion. With none opposed, the minutes were approved.

### Member Updates

New hires, retirements, or any individuals who have left employment were noted and are listed below.

Business Office: Cheryl Winfrey, left employment  
Custodial: David Colli, left employment  
Admissions: John Keith, new employee (Recruiter)

### Treasurer's Report

Pam Herrington gave the treasurer's report.  
The current Staff Council balance is \$414.96.  
The Sunshine Fund was closed and the balance of \$5.97 was transferred into the Staff Council account.

### Secret Pals

No updates this month.

### Mission Statement & Bylaws

The committee completed the proposed new Mission Statement and Bylaws and these were sent to each member of Staff Council via email. The committee opened the floor for questions and/or comments. No questions or comments were raised. Voting to accept the new Mission Statement and Bylaws will be held during the April meeting.

### Website

Chair Brown continues to work with IT on setting up a Staff Council website to display current officers, Mission Statement & Bylaws and meeting minutes. Website should be completed before the April meeting.

### Membership Benefits Flyer

Committee was formed to work on the membership benefits flyer. Committee members are William Henry, Jill Kirkland and Taylor Edenfield. The committee will work on this over the next few months and hope to have the flyer ready to hand out in August during Fall Workshop.

### Departmental News / Upcoming Events

#### Food Service

- Received award from National Guard for excellent service during luncheon.

#### Athletics

- Coach Bailey was named GCAA Coach of the Year.
- State basketball playoff games will be held at EGSC on Friday and Saturday. We will provide a hospitality suite. Those that want to volunteer need to contact Elizabeth Gilmer.

#### Statesboro Campus

- Relay for Life pageant was very successful.

#### IT

- Bobcat Bucks have now been implemented into the Bobcat card for faculty, staff and students. Phase 1 (current phase) of the rollout allows you to use your Bobcat Bucks at Common Grounds, the RLB cafeteria/Café, and in the library to make copies. There are two ways to load Bobcat Bucks onto your Bobcat card. There is a pay station, much like an ATM, in the JAM Center or you can load money to your card online (under the Community tab).

### Staff Issues

- **Parking in Swainsboro**  
The complaint that staff members have had in the past has been that there are not enough reserved parking places. A count of the number of spaces was done and it was found that there are enough reserved spaces for all faculty and staff. After considering this, the staff members now believe that the issue is not how many spaces there are but the location of the spaces. Spaces were not adjusted for the addition of the ACE faculty in the Gambrell building or additional IT staff in the Smith building. There may also be other areas that have increased staff/faculty but spaces have not been adjusted for the increase. Chair Brown will talk with Facilities and see if there may be a way to redistribute spaces.
- **Cell service in Statesboro**  
This has been an issue since the Statesboro location was opened. There have been a few incidents this year that have brought this issue additional attention. Mike Rountree offered information from a recent Senior Staff meeting where the issue was discussed. The problem with obtaining the needed boosters is the expense. They are each around \$50,000 and will only serve one cell service provider each. There are currently

discussions with Verizon to negotiate purchase of a booster from them.

- Mail service in Statesboro

The post office does not deliver mail to the Statesboro location. If mail is addressed to the Statesboro location it is returned as undeliverable. All mail comes to Swainsboro and is then redistributed to Statesboro. Plant Operations makes campus to campus mail runs Monday through Thursday each week and sometimes on Friday. The Statesboro location uses a post office box at GSU which was obtained previous to the new Statesboro location being built. A staff member checks this box daily using their personal vehicle during their lunch break.

Staff Council believes that having mail delivery to the Statesboro location will cut many costs that we are currently incurring.

William Henry spoke with the Postmaster about the issue and found there is no cost to have mail delivery except we need a locking mail receptacle. Cost of a mail receptacle would be around \$200 to \$300. The mail from the post office box at GSU can be forwarded to the Statesboro location once mail service starts at the Statesboro location. Chair Brown will follow up on this issue. Meetings with various departments (Plant Ops, Facilities, Business Office, Admissions, Registrar, Financial Aid) may be needed to make sure the processing of paperwork and delivery of monies is not negatively affected.

- Hours for Common Grounds I & II

There are complaints that the hours at the coffee shop in Statesboro are minimal and at odd times during the day and that the coffee shop hours in Swainsboro need to be extended. Common Grounds II (Statesboro) is open from 4pm to 6pm, Monday through Thursday and open on Friday mornings. Common Grounds I (Swainsboro) is only open daily until 11am.

Chair Brown will speak with Ms. Ruth Underwood to discuss the issue.

#### Other Information to Note

Graduation will be held on May 10<sup>th</sup>, which is the date for the May meeting. Therefore, the May meeting will be changed to May 17<sup>th</sup>.

The meeting adjourned at 2:35 pm.

The next meeting will be April 12th, 2013 at 2:00 pm. The meeting will be held in room C128 of the Swainsboro Campus and will be available via video conference in room H133 of the Statesboro Campus.

Respectfully submitted,

Amanda Williams, Recording Secretary

Attendees (Swainsboro):

Angie Brown  
Pam Herrington  
Tammy Durden  
Tia Morris  
Peggy Allen  
Sonya Kirkland  
Jill Kirkland

Attendees (Statesboro):

William Henry  
Olivia Egan  
Karen Murphree  
Meredith Russell (part-time)

Video Conference Support:

Weston Coleman  
Mike Rountree  
Fritz Rathmann