

**East Georgia State College**  
**Staff Council**  
**Meeting Minutes**

September 22, 2017

**I. Call to order**

Chairperson Lisa Cassidy called to order the regular meeting of the East Georgia State College Staff Council at 2:05 pm September 22, 2017 in The President's Conference Room.

**II. Roll Call**

Roster was signed upon arrival of council members. The following (14) persons were present:

- A. Academic Affairs – Lisa Cassidy, Sarah Fraticelli, Kimberly Page, & Amanda Williams
- B. Institutional Advancement – Marsha Moore & M. Katelyn Moore
- C. Information Technology – Treva Johnson
- D. President's Office – Amanda Douglass & Angie Williams
- E. Statesboro Campus – Michael Moran, Karen Murphree, & Mike Luzzi
- F. Student Affairs – Beitha Butler-Griffin & Angela Storck

**III. Approval of minutes from last meeting**

Lisa Cassidy emailed the minutes from the last meeting to the Staff Council members. A motion was made by Karen Murphree to accept the minutes of the July meeting. Angie Williams seconded the motion; none were opposed, and the minutes were approved.

**IV. Employee Updates**

- A. No new hires, departed, or retired employees were reported this meeting

**V. Treasurer's Report (Nothing changed)**

- A. Staff Council Agency Account - \$35.90
- B. Foundation - \$105
- C. **Clarification** - Professional Development and Mailing are part of a submitted budget, and are **not** amount that are currently held in Staff Council's accounts

## VI. Old Business

- A. APCC document has been approved.
- B. Findings for trip to Sapelo Island submitted by Angie Williams:
  - \$1400 for bus rental (56 people)
  - Timing – Leave institution at 6 am, return around 8:30 – 9pm
  - Tour/Ferry - \$15/person; everyone responsible for their meals
  - Approval has to be made by various departments before reaching President's Office.
  - **New suggestions have been made regarding trips, and it has been agreed that surveys should be sent out to the faculty/staff members to get feedback regarding wishes for location and prices.**
- C. Secret Pals
  - Secret pals will be revealed on 11/14/17 at noon. Location TBA.
- D. **Other Old Business (Still Needs to be Discussed)**
  - Get Mal-ad to create a flyer for employees to purchase approved shirts
  - Keep Staff Workshop – maybe get Mr. Buccino to have a question and answer forum in C101 or through skype?
  - Every Friday someone can leave ½ - 1 hour early (need this to have precise wording, so Dr. Boehmer can present at the Senior Staff meeting) not keen on ½ day
  - Get the healthy 10-minute walk started Fridays at noon (wording needs to say with supervisors' approval)
  - Purchase a Bobcat Bob for the department with the best “story” (same here, we need this worded carefully and completely)
  - Organize a day and time for faculty and staff to have a “break” at all 3 campuses 1st one 9/11, 4 weeks into the semester? We can ask Ruth about using tea and water containers and maybe buy a couple of cases of crackers/granola bars from Costco or Sam's Club? Or fundraiser?
  - Holiday Luncheons dates have changed, as well as the location in Statesboro. Dates and location will need to be discussed in next meeting.

## VII. New Business

- A. Kelly Ansley, Library Director, addressed a concern regarding accommodations for new mothers who need areas for nursing. The Staff Council agrees that a task force should be created through the President's Office to help formulate a solution for the concern.
- B. Institutional News/Events
- Quarterly Staff Council meetings: 12/15 – 2:00 pm in PCR
  - New bookstore is fully functional in Statesboro. More renovations will be taking place for more space.
  - State Charitable Contributions opening 11/17/17 ([www.gasccp.org](http://www.gasccp.org))
    - a) Employees are asked to participate more
    - b) Tracy Woods has asked for a co-chair for fundraising
    - c) **Members have expressed that contributions should be made to EGSC – participation is not at 100%**
  - Library: Banned Books Week: Sept. 25 – 29
  - Bobcat Dash has been postponed for this year, however Bobcat Regatta and kickball tournament are still planned for 9/23/17
  - Critical Think Conference begins 9/25/17
  - East Georgia State College is hosting the Georgia Aquaculture Association Annual Meeting 9/27/17
  - First Fridays is pending until further notice
  - Health Trails begins 10/2/17
  - USG Staff Council Conference is October 19 – 20, 2017
  - Spooktacular Event & Horror Play: Oct. 31
  - **\*A list of key calendar dates for July through December was distributed to members\***
- C. Committee selections have been verified
- D. Bobcat Bridge – Is it extended to all campuses?
- E. Communication Issues – Members will be submitting suggestions regarding improvements to communication. **(Other campuses need to be included more often)**
- F. Holiday Luncheons Dates:
- Friday, December 1, 2017 – 11:00AM to 1:00PM –Augusta?
  - Friday, December 8, 2017 – 11:00AM to 1:00PM –Swainsboro, Dining Room
  - Monday, December 11, 2017 – 11:00PM to 1:00PM –Statesboro, H196 & H 198

**VIII. Adjournment**

Chairperson Lisa Cassidy adjourned the meeting at 3:10 pm.

Minutes submitted by: Beitha Butler-Griffin – 10/02/2017

Minutes approved by: *Lisa Cassidy* 10/3/2017