

EAST GEORGIA STATE COLLEGE

Staff Council Meeting

Friday, April 12, 2013

The Staff Council meeting was called to order at 2:04 pm in the President's Conference Room of the Luck Flanders Gambrell Building. The meeting was set up to provide an audio 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.

Approval of Minutes

Motion was made by Taylor Edenfield to accept the minutes of the February meeting as presented. Deborah Kittrell-Mikell seconded the motion. With none opposed, the minutes were approved.

Chair Brown announced that she and Secretary Amanda Williams will work towards having the minutes out to members more promptly after each meeting.

Member Updates

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

Financial Aid: Elizabeth Richardson (new hire)

Treasurer's Report

Chair Brown gave the treasurer's report.
The current Staff Council balance is \$414.96.

Secret Pals

No updates this month.

Mission Statement & Bylaws

The new Mission Statement and Bylaws, completed by the designated committee, received unanimous approval. The committee opened the floor for questions and/or comments. No questions or comments were raised.

Website

The Staff Council web page is now linked through the President's page and will include the new mission statement, officers, by-laws, University System of Georgia by-laws, employee discounts, and monthly minutes.

http://www.ega.edu/index.php/offices/presidents_office/staff_council

Membership Benefits Flyer

Committee members, William Henry, Jill Kirkland and Taylor Edenfield continue to work on the membership benefits flyer and hope to have the flyer ready to hand out in August during Fall Workshop.

Departmental News / Upcoming Events

- EGSC Day at the Market- April 13, 2013, 9-12:30pm
- Relay for Life Jam (Statesboro-Local students, bands, etc.)-April 16th, 2013, 6-9pm
- International Club Fashion Show, April 17th, 2013, 7:30-9:30, \$3 Advance, \$5 Door
- Joe Canady's Baby Shower-April 19th, 2013, 12-2pm "Josey Anna"
- Special Olympics-April 19th, 2013, 9 am-Volunteers Needed
- Bulloch County Relay for Life Event-April 19th, 2013 (Has since been rescheduled for May 4th)
- Sapelo Island Trip-A Vision Series Event- April 20, 2013 All day
- Jimmy Morgan's 100th Birthday Celebration-April 21st, 2013, 1:30-3:30
- Honors Program-April 25th, 2013, 7:00-8:30 (Reception to Follow)
- Emanuel County Relay For Life Event -April 26th, 2013
- Employee Appreciation Breakfast-April 24th, 2013 (Swainsboro Campus)
- Employee Appreciation Breakfast-April 25th, 2013 (Statesboro Campus)
- C4-Community College Completion Corps-Signing Day-May 1st, 2013
- State of the College Presidential Address-May 2nd, 2013
- Pine Tree Festival- May 4th, "Pines Grow Green in 2013" float theme
- Graduation-May 10th, 2013
- Investiture, 40th Anniversary Celebration, Parent Alumni Weekend, Capital Campaign Kickoff- September 26th-28th, 2013

Staff Issues

- Parking in Swainsboro
This issue was tabled until the next meeting.
- Cell phone service in Statesboro
Good news! A booster has been purchased to increase signal for Verizon customers. The booster will be installed between May 13th and June 15th.
- Mail service in Statesboro
The issue of mail service for the Statesboro campus has been directed to the President's Cabinet and will be placed on their agenda for discussion on April 23rd, 2013.
- Hours for Common Grounds I & II
Chair Brown has spoken with Ruth Underwood on the issue of extending the hours of Common Grounds I and II. Applicants are being reviewed for hire so that hours of operation can be extended, however, there are two problems. One, all applicants must pass a background and credit check, eliminating approximately 90% of the applicants. The second problem is the amount of time it takes Human Resources to process an applicant. It was noted that there have been situations where the applicant, if considered for hire, has found another job before the application process can be completed. This

includes other departments other than Food Service.

Ruth has asked that we refer anyone to her that you believe would be eligible and is interested in a Food Service position. She is still looking for additional workers. Chair Brown will discuss with Human Resources the concern of losing qualified applications because of the time delays they are experiencing.

- **Outside Security**

There have been several instances that have occurred in the parking lots on campus. This may render a need for security cameras to be placed throughout the campus. These occurrences are most prominent around the dorms. In Statesboro, only one incident has been noted. This issue will be referred to Facilities and the Department of Public Safety.

New Business

- **Internal Auditor**

Many staff members are not aware of our Internal Auditor, Rebecca Vincent, or what her position entails. It is the understanding of several staff that she is not an accounting auditor but is instead here to assess any issues that faculty or staff may be having that would be a risk to the institution. It was suggested that we have her attend a meeting and provide us with information regarding her duties. Chair Brown will check with her to see if her schedule will allow her to attend our next meeting.

- **Bobcat Card**

There are six businesses in Statesboro that are interested in providing discounts to Bobcat cardholders. Some of these businesses may be able to take the Bobcat Card but may not be able to display the Bobcat Card participant sticker. Bobcat Card updates will be made in the fall. Taylor Edenfield is the contact person for information regarding the Bobcat Card.

The meeting adjourned at 2:50 pm.

The next meeting will be May 17th, 2013 at 2:00 pm. The meeting will be held in room C128 of the Academic Building on the Swainsboro Campus and will be available via video conference in room H133 on the Statesboro Campus.

Respectfully submitted,

Amanda Williams, Recording Secretary

Attendees (Swainsboro):

Angie Brown
Tammy Durden
Tia Morris
Jill Kirkland
Deborah Kittrell-Mikell
Leotine Leader
Taylor Edenfield
John Keith

Attendees (Statesboro):

William Henry
Angie Russell
Fritz Rathman