

EAST GEORGIA STATE COLLEGE

Staff Council Meeting

Friday, May 17, 2013

The Staff Council meeting was called to order at 2:08 pm in Room C128 of the Academic Building. The meeting was set up to provide a video conference feed to the Statesboro campus. Those attending from the Statesboro campus were located in the Conference Room.

Welcome

The meeting began with a welcome from Chair Angie Brown.

Approval of Minutes

Motion was made by Tabithia Ross to accept the minutes of the April meeting as presented. Sonya Kirkland 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: Shelia Mosley (new hire)
- Business Office: Samantha “Sam” Mabrey (new hire)

Treasurer’s Report

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

Athletics Donation Request

Tabithia Ross stated that Coach Leroy Jordan solicited businesses throughout the community in an effort to raise funds to cover a photo of the 2012-2013 GCAA Basketball team taken by Mark Williams Photography. This photograph will be displayed somewhere within the athletic complex. The cost of the photograph was \$1500. In addition, the athletics department would like to recognize Jordan Johnson, 1st Team All American, with a photograph as well. This is the first time that an East Georgia athlete has received such a high honor making it a worthwhile investment. The photo, also taken by Mark Williams, will cost \$150. Ross proposed that Staff Council make a donation, in full or part, to help with the cost of Jordan’s photograph. Sonya Kirkland made a motion to pay for the photograph out of Staff Council funds. Angie Russell seconded the motion. The motion was approved unanimously.

Secret Pals

No updates this month.

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

- Chair Brown encouraged everyone to read the President's Weekly Notes. They are accessible from the EGSC homepage and are usually posted each week by Monday.
- Approval for expansion of classes to Augusta's GRU campus has been made. Classes will begin in Fall 2013.
- The EGSC campus will be undergoing some remodeling and renovations beginning next week. These changes include, but are not limited to, expansion of the Business Office and Auditorium renovations.
- Relay for Life (Statesboro campus) raised over \$5,000 and were ranked 4th in Bulloch county
- June 27th, Patriotic Concert (hot dogs & drinks)
- Athletics Camps will be taking place over the summer
- The Fulford Center will be hosting summer camps as well
- There will be three upcoming teaching demos for the Social Science Chair position.

Internal Auditor, Rebecca Vincent

Chair Brown introduced Rebecca Vincent, Internal Auditor for EGSC. Aside from her internal accounting duties, Ms. Vincent is also the point of contact for all departments should they have issues concerning security, non-compliance, fraud, inappropriate activity, and any other like concerns and all communication is kept confidential. She stated if someone does not feel comfortable speaking directly with her, they can call the Ethics and Compliance Hotline or report issues online, both are done anonymously.

Dr. Boehmer's comments on the hotline website are "Of special concern are fraud, waste, and abuse as well as harassment of any kind, given that they so directly impact our stewardship responsibilities and the well-being of individuals within our campus community. Yet, we would encourage you to report any other significant issue as well through any of the methods available to you.

This service is more than just a Hotline through which individuals can report issues of suspected fraud, waste or abuse. We also want to solicit questions, comments and feedback about areas which could be streamlined and made more efficient and effective.

Your input is essential to ensure that your school maintains a positive, productive workplace. This is your system and we encourage you to use it – together we will achieve excellence."

Website for Ethics & Compliance reporting (including Hotline number):

http://www.ega.edu/index.php?/offices/internal_audit/ethics_and_compliance_reporting_hotline

Ms. Vincent's job duties are outlined in the EGSC Internal Audit Charter. This is available online but will also be distributed to all Staff Council members by email.

A link will be added to the Staff Council website for the Ethics & Compliance reporting webpage.

Staff Issues

- Cell phone service in Statesboro
We are awaiting installation of the Verizon booster.
- Mail service in Statesboro
The issue of having daily mail service at the Statesboro campus is still in discussion by the President's Cabinet. Their next meeting is May 21. Currently a change has been made to the frequency of mail delivery between campuses and it will only be done once a week on Fridays. However, if a faculty/staff member is traveling between campuses on days other than Friday, they are asked to help out by delivering on those days.
- Hours for Common Grounds I & II
Hours have been extended temporarily in Statesboro. Currently they are still looking for new employees.
- Outside Security
These concerns have been referred to Public Safety.
- Parking
This issue will be tabled until remodeling of the JAM Center is completed. It was also noted that some faculty are moving into the new offices behind the Health Center in the lower level of the Academic Building and parking may be an issue for them also. We will revisit this issue in August.

New Business

- There has been an EGSC logo change. These logos can be accessed on the EGSC website under Offices>Marketing and Community Relations>Logo Downloads
- Tammy Durden noted the Fulford Center cannot be seen on the campus map that is on the website and should be updated.

2013 -2014 Elections

Bylaws state that during our June meeting we will take nominations for officers for the following year. Voting will be held electronically after the meeting and the new officers will be in place for the July meeting.

If you will be unable to attend the June meeting but would like to nominate yourself or anyone else for a position please let Chair Brown know.

The meeting adjourned at 2:39 pm.

The next meeting will be Friday, June 14th, 2013 at 2:00 pm. The meeting locations will be announced at a later date. Chair Brown is working with IT to provide us with a better and more permanent meeting location on Swainsboro campus.

Respectfully submitted,

Amanda Williams, Recording Secretary

Attendees (Swainsboro):

Angie Brown
Tammy Durden
John Keith
Houston Kirkland
Sonya Kirkland
Tabithia Ross
Amanda Williams
Rebecca Vincent
Christi Hutchings
Kim Page
Peggy Allen

Attendees (Statesboro):

William Henry
Angie Russell
Karen Murphree
Zoe Marsh