

**FALL ALL-STAFF MEETING**  
**STAFF ADVISORY COUNCIL**  
November 19, 2015 at 10:00am

Campus Center 108.2

1. Call to order by Erin Brannon – 10:00am
2. Opening remarks

**President, Dr. Kyle Marrero**

Acknowledgements – USG Chancellor Excellence Award for Institution of the Year (out of 30 institutions). Our Engage West efforts are being recognized – on October 25<sup>th</sup> American Association of State Colleges and Universities presented us with the national Leadership Development and Diversity award for our programming of Engage West and its diversity aspect. We are one of 2 institutions to win this award. USG has invited us to speak to other institution Presidents and their staff about our Engage West efforts. Our goal by the end of the year is for us to know the vision and its meaning to you. What is your impact? What do you do to meet success?

We had record enrollment this year with 12,834 students. Most students choose UWG after looking at the campus. The Carroll County Education Collaborative started last December. It is a K-16 approach to success to help shorten the education gap. John Green has been hired as Director to head up this effort (no University money was used for the position).

Capital campaign update – we are 2 ½ years in we have reached \$23 million at this point of our goal of \$50 million. For the last 2 years we have had record fundraising and we are on track to raise \$7.5 million for this year.

E-core – online education had increased from 2,000 students to 10,000 students. The cost is \$169 per credit hour and we are exploring a zero cost for textbooks next year. Because of our success with E-core we have been asked to take over the E-major collaborative and build college credit based on experience – exempt class time. \$2 million has been given to help develop the program.

Budget process – at the budget hearing on 12/2 we will make our presentation. It's a bottom up process that is needs based. We are also looking at performance & accreditation issues, etc. We are going to ask for \$4.7 million in reoccurring dollars because of our growth but we won't know anything until April 2016. Capital program (Biology renovations) is supported by local legislation and we are asking for \$18.97 million for construction. We hope that construction will start 12 -18 months from now.

3. **Special Guest:**

**UWG Athletics – Coach Will Hall**

We appreciate all that you do for us! We have the opportunity to be successful and everyone wants to help. We won the conference and we are excited about what is coming up. We are hosting the playoff game on November 28<sup>th</sup> so come out and support us. We play a small role in the overall mission of the University but we take it serious. We have 120 young men and we are keeping them in check.

**Staff Advisory Council Committee Updates – What SAC is doing for you! – Ashley Lewis, Vice Chair & Committee Chairs**

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The SAC has many different committees that meet and come up with ideas based on the issues that they hear from the campus. Erin & Ashley also attend USG meetings and talk to other institutions to see how they are handling issues and then the ideas are brought back to the SAC Committee and to the campus.

**Benefit's Committee - Meggie**

This year we developed and launched the Book Scholarship providing funds to help employees with textbooks. The next deadline is 1/15/16. We have been working with the Faculty Senate to develop the marketplace alternative. There have been some bumps in the road but we feel we are heading in the right direction. We work with Human Resources to obtain information for the newsletter. The Benevolence fund is now being headed up by the Human Resources department with hopes that aid can be provided in times of financial hardship. We also staff a table at the benefits fair for staff to provide comments/issues.

**Bylaws Committee – Alex Udin**

The bylaws were evaluated and streamlined with USG and other sister institutions. Major changes include- Ashley Lewis (current Vice Chair) will be the Chair Elect providing her experience to the committee to help keep it active. Also the bylaws can now be amended (small changes) without having to have the University vote. The changes were voted for on and accepted 9/16/15.

**PR committee – Jeanna Lambert**

Jeanna has recently taken over as Chair (Allyson Bretch stepped down). We assist with the planning of the Best of the West celebration – the next event will be April 28, 2016 in Love Valley. If you have questions/comments/suggestions about this event please email us and we will pass them on to the committee. If you have ideas for the newsletter please also send those so that we can include them. We assist with the Toy Drive. This year's event will be held at the Alumni House on December 11<sup>th</sup> from 11:30 – 1:30 and we still have children that need to be sponsored. Please let us know if you would like to sponsor a child and please bring your unwrapped toys. The Cole Swindle concert is tonight. The Internet radio will be having a dodgeball tournament and collecting books, come out and support that.

**Staff Development – Nancy Lott**

This has been an exciting year. We put together the Engage West Staff Edition which was a big success. Look for upcoming dates for additional opportunities. We are currently working with Human Resources to set up learning meetings which will provide employees with information regarding FLMA, benefits, military leave, educational support leave, extended leave, etc. Please let us know and we will assist you with scheduling a session in your office. We have also submitted a proposal to the President for a Staff Professional Development Award which could provide additional funding for training/conference attendance – more information on this will be coming soon.

**Human Resources Updates – Rodney Byrd**

Employment services – People admin 7 will be going live on December 7<sup>th</sup>. Black out days will apply while the upgrade is implemented. The deadline for posting positions prior to the upgrade is 11/20.

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The Board of Regents only allows for you to carry 45 days or 360 hours of annual leave forward; so if you don't use it before the end of the year you will lose it. Work with your supervisors to work this out before the end of the year. Payroll representatives can come out at talk to you about these and other issues, just let us know.

Benefit open enrollment is now closed but if you have extenuating circumstances you can still apply. Benefits will go into effect January 1, 2016.

Wolf Wellness team – Wellness check-ups at 100%; Health consultants can be obtained at no cost. We will be having several lunch & learns regarding wellness during the holidays. We would like to see our Health program become certified by the Health Council. If we accomplish this we would be the first one.

The great smoke out challenge is going on today, please stop by the table for information and prizes.

**New UWG Website Template reveal – Jamie Bower & Ewa Hallman**

We receive 700,000 – 800,000 visits to our website in a given month. The new “Go Bold” design is more modern and easy to use. Our old site was not mobile friendly. So we went through an RFP process and obtained several possible vendors. We are changing the visual identity of the site – the colors, the functionality of the site and providing new content. The new site will provide timeliness of information and improve the rankings in the organic searches. The complete site design is scheduled for February 2016; the full design by April 2016; begin migrating content in May – August 2016.

Visitors identify us with the “shield”. The navigation bar is blue for UWG. There are tabs across the top to identify: academic, future students, student services, campus life, athletics, and alumni & community. There will be more quick links. We will showcase our facilities. There will be an area that shows the types of degrees that we offer and a link for applying now. There will be quick links to Academics and high visited sites. We are updating the Active Data Calendar to be more user friendly. It will now be mobile friendly and will adapt to your screen size. The department web pages will focus on your department information. This new design will last us for many years and can be expanded

**Questions/Concerns/Rumors?**

Human Resources sent an email regarding vacation days – if you were hired after a certain date you will be eligible for those, are we doing this now? YES per Juanita. An employee can work with their supervisor to work during this time.

What can we do to help with the Wellness Certification? There are 7 things to look at with one big one being employee involvement. Show up at the events and sign the “sign in” sheets.

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Do not worry about parking and seats at the stadium, just come and support the team. You must purchase tickets for games – students today are \$5 (difference being paid by the student activities fees), Faculty/Staff tickets are \$15. The money for the tickets is required to go to the NCAA.

The bookstore has championship t-shirts on sale now.

Rumor – the University is going to manage our own Food services next fiscal year? This is TRUE.

Submitted by Michelle Ertzberger 1-5-16