

University of West Georgia
Staff Council Meeting
October 20, 2005
UCC - Room 210

PRESENT : Nan Ballenger - Career Services, Tina Bennett - President's office, Susan Fishman-Armstrong - Anthropology, Jo Hite - Nursing, Matt Jordan - Risk Management, Erma Shooks - Inst. Research and Planning, Trish Wells - Graduate School

Guest: Robert Jennings - Townsend Center

I. Rudolph to the Rescue will be held December 2, 2005, Brunch 11:00 - 1:00. Robert Jennings spoke about how holiday show and toy drive will be handled this year. Suggestions for the drive were: place boxes in different departments the week of November 7th for gifts to be placed in. Every one should take a building and remind everyone of the event. Also Matt Jordan suggested in the future that some buttons or name type stickers be made and given out that say "I gave to the toy drive" when someone donates to remind others to donate.

Staff council will meet at Townsend a couple of days before event to decorate the Black Box.

II. Leave Pool -

A. Susan Fishman-Armstrong attended the Faculty Women's Caucus and would like to ask a member from this committee to speak at our next Staff Council meeting.

B. Erma is going to contact Stephanie Rooks to see how we can implement change to the sick leave policy. Staff Council would like to see if we can implement Donated Leave Program that University of Georgia has at this time.

III. Erma gave an update on the Statewide Conference held on October 13-14, 2005.

A. Georgia Defined Contribution Plan – University of Georgia continues work that Margot Peters started in reference to this plan to understand and make everyone aware of the benefits and pitfalls of this plan.

B. House Bill 127 (http://www.legis.state.ga.us/legis/2005_06/pdf/hb127.pdf)

This bill is to raise the percentage rate for TRSA for service retirement. Matt Jordan said we should look at this bill very closely and determine whether it is retroactive or for new employees only, and make sure that it is something that we would want to have enacted.

IV. Old Business:

Susan Fishman-Armstrong will post the staff council website.

Bryan will send out surveys to all staff.

V. The meeting was adjourned at 11:00 am .

Staff Advisory Council Agenda
Tuesday, May 30, 2006
2:00 P.M.
UCC Room 210

1. Staff Appreciation and UWG's New Schedule
2. University System of Georgia Staff Council Meeting
3. Other Business
4. Adjournment

Staff Advisory Council Meeting
Tuesday, May 30, 2006
2:00 PM
Room 210 UCC

Present: Jo Hite- Nursing, Buddy Lamber- Public Safety, Nan Ballenger-Student Employment, Walter Todd-Intramurals, Diane Langley-Intramurals, Delores Moore-Registrar, Tina Bennett-President's Office, Melissa Shaw-Student Activities, Susan Fishman-Armstrong-Waring Lab, Erma Shooks-Institutional Research and Planning

- I. The Council discussed changing the date for Staff Appreciation from August 4th to August 3rd because of UWG's new summer work schedule. Many think that folks view being paid to attend the luncheon the real honor versus having to go when they are off the clock. Erma will check with Dr. Leavitt to see if changing the date would cause a problem and report his reply to the Council.
- II. Erma asked for volunteers to accompany her to the University System's Staff Council meeting to be held on June 23 in Macon, Georgia. Delores Moore and Diane Langley agreed to go. Jo Hite and Nan Ballenger will check with their supervisors and let Erma know by the end of this week.
- III. Buddy Lambert from Public Safety was in attendance to answer questions regarding parking. Diane Langley and Dr. Todd had questions regarding parking near their building. Buddy informed us that if the parking lot at the Townsend Center isn't used by faculty and staff, they will designate it for students. Also, that he believes that parking behind and in front of Row Hall will change to parking for faculty and staff. Erma asked, how does one area afford private parking when everyone pays the same amount parking? Buddy said that he would

have to get back with us on that question. Our parking permits are good through August 15. Plans are to tear down the first phase of Brookwood apartments for parking in the fall. He also said that the new Wellness building will take at least 100 parking spaces when it is built.

- IV. Erma asked for volunteers to serve on the Staff Appreciation Nomination Committee. The committees (one for each division) will be charged with choosing the Employee of the Year for exempt and non-exempt categories. Susan Fishman-Armstrong, Melissa Shaw, Diane Langley, and Delores Moore volunteer that help. Erma will check with Charlotte to get the instructions for the committees.
- V. Jo and Nan will work on the calls to different businesses in the area to get door prizes for the Staff Appreciation event. Melissa and Susan volunteered their help as well. Erma informed the Council that Dr. Leavitt said that he has asked each Vice President for \$50 to assist the Council in purchasing a grand prize. Erma informed the Council that Victoria Gunther in the Vice President's office for University Advancement had suggested that instead of giving out the framed certificates, we should order employee recognition pins or ribbons. She told the group that she would email the information to them to decide at the next meeting.
- VI. Dr. Todd updated everyone on the membership fee to use the new HPE building. The fee is \$100 per semester and explained that it would still be less than joining Gold's Gym. He is still working on getting staff approved to take 30 minutes out of their day to get a workout.
- VII. Other business - Erma plans to fax today's list of attendees to Susan to add the new names to the listserv.
- VIII. The meeting was adjourned at 3:45 p.m.