

Middle Georgia State University Staff Council
Meeting 2 AY 2019/ 20

Friday, Sept. 6, 2019 9:00 a.m.

Cochran – Walker 307
Dublin – DUB 223
Eastman – GA Avia 1153
Macon – PSC 112
Warner Robins – Thomas 100

Present: Yulonda Banks, Sandy Callaway, Allen Chastain, Susan Collins, Sara Darsey, Octavia Day, Kanasha Grace, Wanda M. Green, Cindy Hardy, Felicia Haywood, Jennifer Jones, Jamie Loyd, Teresa Lorick, Daphne Murchison, Rose Patti, Shirley Plummer, Terri Reckart, Katie Roberts, Vicky Smith, Leigh Ann Tate, Yolanda Traylor, Cassie Werden

Absent: Ember Bentley, Elizabeth Douglas, Wendy Bloodworth, Tiffany Wright, Amy Ingram

Guests: Dr. Jon Anderson, Dr. Ken Fincher and James Nessing

Call to Order

At 9:04 a.m., Felicia Haywood called the meeting to order.

Approval of Agenda

Felicia Haywood called for a motion to approve the agenda. Jennifer Jones motioned to approve the agenda. Sandy Callaway seconded the motion. All in favor raised their hands. No one opposed.

Approval of Minutes

Felicia Haywood called for a motion to approve the minutes from the last meeting. Jennifer Jones motioned to approve and Rose Patti seconded the motion.

All in favor raised their hands. No one opposed.

Guest Speaker s

Dr. Jon Anderson attended the meeting via Skype to talk about enrollment and share current successes. Dr. Anderson shared that the 2019 semester enrollment is the largest since the consolidation process. Dr. Anderson encouraged the attendance of Staff Council members and their colleagues to attend one of the upcoming Enrollment Summit events. The events will help shape possible strategies for enrollment and explore data around trends by campus, student type, program, etc. Dr. Anderson then took questions from Staff Council. Dr. Anderson thanked Staff Council for their service.

Teresa Lorick (committee chair) shared goals for the Nominations Committee and announced that Amy Ingram is the committee recorder.

- x ensuring a timely nominations process
- x partnership with last year's chair of the Nominations Committee, Cindy Hardy,

New Business

Felicia Haywood announced that Shirley Plummer stepped down from Staff Council's Executive Office and as the Chair of the Communication Committee. Duties offered to the other nominee, Daphne Murchison, who could not accept the position. Felicia Haywood asked for nominations. Terri Rechart nominated Katie Roberts to act as Staff Council Secretary. A majority vote was counted to approve the nomination.

Announcements

Felicia Haywood apologized for any delay in communication due to her shift schedule at the library.

Felicia Haywood asked that any Staff Council member who did not receive a new lapel pin at Staff Convocation in August to email her. Pins will be distributed at the next staff council meeting.

Felicia Haywood reminded attendees of the Staff Council meeting on October 4 on the Warner Robins campus in Thomas 108 at 9 am. Committees should meet prior to the next meeting and be prepared to present on status of any projects or goals.

Yulonda Banks shared with Staff Council that a new FERPA training will be available through D2L and that an email would go out this month. Yearly participation is mandatory.

Vicky Smith reminded the Staff Council of Well-being initiatives offered by USG are due by 9/30/2019.

Jennifer Jones encouraged attendance of one of the Enrollment Summit events –one on the Macon Campus 9/9/19 in the COAS Rehearsal Hall (which includes take away box lunches) and another on the Cochran Campus 9/16/19 in the President's Dining Room (working lunch provided). Felicia Haywood asked that Staff Councilors attend one of the Enrollment Summit events for purposes of helping the Council.

Vicky Smith reminded Staff Council of the Outside Employment Form and Conflict of Interest Disclosure Form shared via email on Sept. 4 by Nancy Stroud. The USG and MGA require full disclosure of any outside endeavor or job through the submission of mentioned forms and needs to have approval before continued by individual. Jennifer Jones asked about how new hires or current employees should proceed with the process if they were unaware and already had a previous outside job. Vicki Smith asked that those individuals speak with Human Resources.

Felicia Haywood reminded everyone to sign in before leaving the meeting.

Adjournment

Felicia Haywood adjourned the meeting at 10:08 am.

Respectfully Submitted,

Katie Roberts

Staff Council