Present
Katherine Arntzen, Todd Cross, Andrew Dies, Danny Frazier, Christopher Johnston, Patrice Kerner, Colby Lamb, Philip Leroy, Katherine Lewis, Brittany McLamb, Adrienne McCollar, Jason Salzer, Nick Shrader, Trina Smith, Jasper Steward, Dee Thompson, AJ Stevens, Jessica Weaver. Officers: Brenda Richardson (Chair), Laura Pallini (Treasurer), Danira Beckmann (Secretary), Greg Crawford (Parliamentarian), Ava Percell (Chair-Elect) Advisor: Rebecca Carroll.

Regrets: Angel Howard, Fernando Foster.

Absent: Allison Carthon, Lakesha Hill, Reginald Scott.

Call to Order/Opening Remarks:
The Chair called meeting to order at 9:01 a.m.

 Welcomed Staff Council (SC) and introduced Shelley Nickel, Interim President of Georgia Southern.

Presidential Updates and Comments

● Thanked the SC members for serving in the committee and looks forward to hearing SC priorities for this year.
● Enrollment Report numbers held steady despite previous trends in enrollment decline after consolidation. The President congratulated the teams involved for this success.
● Overall efforts/goals: focus on student success, student experience and retention.
● GSU will hold open forums for discussion on race, gender and diversity that will include outside speakers. The goal is to promote an open and safe environment where new ideas. Additional information about these events will be forthcoming.
● The President solicited feedback from the group on how her office can support our efforts.
● GSU President Search: Members of the Regents and the Chancellor will be on campus on August 29 to charge the committee.
● Operation Move-In: Congratulated the staff of volunteers who made this event successful.

The president open the floor for questions/comments from the Staff Council. No questions came from the group. The president encouraged the group to contact her via email with any questions.

Adoption of Agenda and Meeting minutes,

● Agendas: June 17, July 11 and August 18
  ○ Ava Percell moved and it was seconded for the adoption of agenda. Motion carried UNANIMOUSLY by MAJORITY.

Treasurer Report
Staff Council Development fund $15,300.
Discretionary Fund and Scholarship Fund, $5,664.

● A determination on how to split the funds is underway and the Treasurer is working on getting that finalized.
● A brief description of the Discretionary Fund and Scholarship Funds was explained to the Staff Council members.
  ○ Discretionary Fund: used for purchasing such as travel expenses, etc
Committee Reports

- **By-Laws Committee:**
  - The Chair will be meeting with SC Chair and Chair-Elect in the next couple of weeks.

- **Communications Committee:**
  - Updates to contact information on the Staff Council webpage, Scholarship and working on others pages.
  - Meeting will be forthcoming.

- **Fundraising and Scholarship Committee:**
  - 53 staff members have applied for a scholarships for Fall (13 out of these 53 are working toward their first degree)
  - Committee will meet next week to review applications.
  - Encourage other Staff Council members to join the committee.

- **Staff Development Committee:**
  - Chair reported a total of 9 representatives that joined the committee.
  - The first committee meeting will be in the next couple of weeks.

- **Staff Outreach Committee:**
  - No update provided, as the committee does not have a Chair.

The Chair reminded Staff members to join at least two committees.

Old Business

- Professional headshots are needed to post on the website:
  - Deadline to submit headshots was extended to August 31. Submit headshots to the Staff Council email, Ava, Brenda or Dani. Appointments can be scheduled through the marketing department at both the Armstrong and Statesboro campuses.

New Business

- **New Members**
  - The Staff Council has two new members:
    - AJ Stevens (replacing Justin Polk) representing the Office of Finance & Operations
    - Christopher Johnston (replacing Megan Hopkins) representing the Office of University Advancement & External Affairs

Calendar of Events

- The calendar of events was submitted to the Staff Council for review and consideration.
  - The Chair charged the committees to review and solidify events on the list as well as provide feedback on any new initiatives.

President Updates

- The President’s Office will sponsor the 2018 USG Staff Council Conference scheduled for October 4 - 5 at the Abraham Baldwin Agricultural College.
  - SC Members have until August 25 to confirm attendance.

Updates from Human Resources
The SC Advisor submitted a Calendar Year 2019 Holiday Schedule proposal for review and consideration by the SC.

- Greg Crawford moved for a voice vote. Vote passed in favor. MOTION carried UNANIMOUSLY.

Job Descriptions Project | continues to work through job descriptions and classification by division. The target for completion continues to be January.

The advisor made everyone aware about payroll system issues and assured they continue to meet deadlines as outlined by Shared Services.

Employee Evaluations | The President’s Cabinet is actively discussing evaluation timeframes. A decision will be forthcoming within the next few weeks.

Comprehensive Staff Salary Study| The Sipson Consulting has provided a verbal summary report to the President’s Cabinet. A final report will be forthcoming to the President’s Cabinet.

Announcements
The Chair-Elect provided an update on the recent USG Staff Council Meeting held at Fort Valley State.

Important Dates
- Executive Committee Meeting - September 14. The Chair encouraged the SC to submit agenda items before the executive meeting.
- Staff Council Meeting - September 21
- 2018 USG Staff Council Conference - October 4 - 5th (Abraham Baldwin Agricultural College
- Benefits and Wellness Fair - October 18 (Armstrong Campus) and October 26 (Statesboro Campus)

Adjournment
Meeting adjourned at 9:42 a.m.

Submitted
Danira Beckmann