Minutes for December 7, 2018

Call to Order

Cara-Joy Wong, Chair, called the meeting to order at 10:17 a.m. Agenda reviewed and October minutes approved. November and December minutes will be approved at January meeting.

Attendance

Members Present: Carly Bloomingdale, Brian Bonus, Candice Bovian, Anthony Bridges, David Brown, Jassen Ceci, Tina Clonts, Wansley Dennis, Quinae Ford, Shane Gillooly, Jonathan Hart, Ryan Lisk, Rudy Paratchek, Kyle Richardson, Jenny Sheppard, Johnny Stewart, Tonia Valeck, Cara-Joy Wong

Members Absent: Jack Davis, Michael Dean

Guests: President Peterson, Melissa Hall, Sonia Alvarez-Robinson,

New Members: Mark Battle, Sterling Dunkley, Byron Fitch, Chris Walker, Karla Gibson

Agenda Items

- Call to Order
  - Agenda Review
  - Approval of October minutes
- Executive Elections (I.T., Secretary)
- EthicsPoint presentation
- Conversation with the President
- Group Photo
- CAR presentation & Lunch
- Organizational Discussion (Calendaring, T-Square, etc.)
- Survey Results
- Committee & External Development updates
- New Business
  - CAR Meeting reminder
  - Leadership meeting reminder
  - Recognition
- Adjourn

Executive Elections

- Cara-Joy asked if anyone wanted to nominate themselves or someone for the Secretary seat. No nominations given.
- There was a correction made to the I.T. voting sheet – Roland no longer able to run. Karla Gibson gave a speech for the I.T. seat and overwhelmingly won the vote.
**EthicsPoint Presentation**

- Melissa Hall gave a detailed presentation on how to access and use EthicsPoint.
- Employees can either report online at [ethicspoint.com](http://ethicspoint.com) or through the telephone hotline 866-294-5565. Either way, the complaint goes into the EthicsPoint reporting system.

**Conversation with the President**

- President Peterson spoke on the following topics:
  - Highlighted Staff Council successes
  - BB&T survey – there was 52% participation, which is high. When you take out grad students who are also employees, the number is even higher.
  - We are updating our values statement to include ethics
  - CAR goal is to identify areas to improve efficiencies, not to cut jobs. IT, HR, and a couple of others need work. There is a working group of 6-8 people to assess data and make recommendations to the Decision Group. They will determine what decisions need to be made to create operational efficiencies. If we find that we are short on people, there won’t be any funds added, but if we find that we have more than needed there won’t be any funds taken away.
  - Discussed the most recent three student deaths (1 accident, 2 suicides).
  - New intake center is being built in Flag building for mental health concerns. It will open in early March.

**CAR Presentation**

- Sonia Alvarez-Robinson presented the CAR presentation.
- The detailed CAR report can be found on the [CAR website](http://CARwebsite) (GT login required)

**Organizational Discussion**

- Candice went over the master calendar with everyone’s existing meeting dates and times and the group came up with the 3rd Thursday from 10 – 11:30am for the general meeting.
- Cara-Joy discussed the CAR Town Hall that Staff Council will host in conjunction with GTHR on December 11.
- We will continue to have Inform Georgia Tech series quarterly.
- T-Square is being phased out. Jassen discussed options such as MS Teams of SharePoint. Teams has an app and chat component as well. Karla agreed to assist with that project.
- We will keep office hours as is. Suggestions were made to have better visibility and marketing for the Healthy Space area – bigger sign, pop-up banner, and name tags.

**Survey Results**

- Cara-Joy presented the results of the survey that was given in November/December.
- Should we keep the same goals? Advocacy, Outreach, Voice_Listening.
Committee & External Development Updates

**Employee Engagement Committee**
- Had a great year – main focus was three Meet & Greet events.
- One-year recognition gifts
- Incubated Staff/Faculty Expectations document with CoE as a test case.

**Health & Well-being Committee**
- The Health & Well-being Committee met & exceeded their milestones and objectives.

**Communications Committee**
- Will sit with leadership to determine what the needs are for 2019
- Looking to revamp website and add Staff Council successes.

**Campus Physical Environment**
- Scooters are the number one thing the committee wants to work on. Need to see what the City of Atlanta plans to do.
- Huge accomplishment with the “Back in Time” map overlay. Started mid-2016. Received a lot of kudos from alumni as well as pictures to add.

**Compensation & Benefits**
- Melissa Arceneux will be presenting in January on career pathways for Georgia Tech employees.

**External Outreach**
- Want to continue to work with Kiona Peters on Race Relations series. Will have a panel/video sometime between MLK and end of February.

**New Business**
- Other positions that need to be filled in January are Parliamentarian, Treasurer and External Development.
- Campus CAR update – need volunteers to help work the event. This is a group effort between GTHR and Staff Council.
- Will bring results of committee survey in January.
- Committee membership selection and 2019 leadership pre-planning will happen on December 14.
- Any information transfer among leadership needs to happen by December 21.
- David mentioned that the State Staff Council meeting will be held on April 17, 2019. This is the quarterly meeting for Staff Council members across USG.

**Next Meeting**

January 17, 2019 | 10:00 a.m. | Student Center, Room 301

Motion to adjourn was made at 3:06 p.m.