The Staff Council exists to understand perspectives that are representative of the broad population of staff about matters of institutional importance; and to communicate those perspectives, along with advice and suggestions, to the Institute President and executive officers at regular intervals.
NEW STAFF COUNCIL MEMBERS

Anthony Bridges
- Georgia Tech Athletic Association

David Brown
- Facilities Management
NEW STAFF COUNCIL MEMBERS

Tina Clonts
- Institute Budget Planning and Administration

Cheryl LaFoy
- Georgia Tech Athletic Association
NEW STAFF COUNCIL MEMBERS

Marquis Stephens
- Georgia Tech Research Institute

Cara-Joy Wong
- Office of the Provost & Office of Undergraduate Education
Opportunity to learn more about Georgia Tech

FUTURE DATES

- Thursday, May 26, 11:15 a.m. – 12:15 p.m., Clary Theater
  - Higher Education Legislation – Dene Sheheane, Vice President for Government & Community Relations
- Thursday, August 11, 11:15 a.m. – 12:15 p.m., Clary Theater
- Thursday, November 10, 11:15 a.m. – 12:15 p.m., Clary Theater
  - Share your ideas for future topics!
Location – Campus Recreation Center, Room 204

Hours

Expectations
COMMITTEE SELECTIONS

- Campus Physical Environment
  - Chair, Bill Halabi

- Communications
  - Chair, LaJauna Ellis

- Compensation and Benefits
  - Chair, David Brown

- Employee Engagement
  - Chair, Cara-Joy Wong

- Employee Health and Well-being
  - Chair, Cheryl LaFoy
EMPLOYEE ENGAGEMENT INITIATIVE – RECOGNITION PROPOSAL

- April 2015 – We heard you!
- October 2015 – You participated in our poll
- December 2015 – Employee Engagement created and submitted a recognition proposal to Office of Human Resources
- March 2016 – Committee crafting budget proposal to complement proposal initiatives
- Summer 2016 – Committee will review proposal and budget with OHR to create final proposal to present to the Executive Vice President of Administration and Finance
- Ongoing – Continued work with respective departments to assess current practices
EDUCATION SUPPORT LEAVE

- Established by USG in 2015.
- Provides opportunity for all full-time, regular employees to be involved in activities that promote education.
- 8 hours of paid leave per calendar year.
- To use ESL, employees must have prior approval of their immediate supervisor.
- Time can easily be reported through TimeOut (monthly) or by using time code “ESL” (biweekly).

- Attending Parent/Teacher conferences
- Participating in classroom activities, such as reading to a class or presenting on career day
- Tutoring students without receiving compensation
- Proctoring examinations
- Attending award and recognition ceremonies or graduation exercises
- Participating in field day activities or chaperone field trips
- Attending open house functions
Human Resources has conducted Listening Sessions and Focus Groups with employees
• Received great feedback and identified pain points
• Looking at ways to streamline communications and make entire process easier

Process Reminders
• Vacation or Sick time if available AND THEN Short Term Disability
• **Family Medical Leave Act:** 12 months or 1,280 hours for 12 weeks job protection
• **Benefits continuation:** Billed via Bursar while on leave of absence
• **30 days** to add newborn to insurance after birth

Be Well Session: Using Your Leave for Maternity
April 13, 12-1 p.m., Student Center
Register: [http://ohr.gatech.edu/bewell](http://ohr.gatech.edu/bewell)
FAIR LABOR STANDARDS ACT

- **June 30, 2015** – U.S. Department of Labor announced proposed update to regulations about FLSA’s minimum wage and overtime standards.

- **July 6, 2015** – Notice of Proposed Rulemaking published in Federal Register. Interested parties were invited to submit written comments on the proposed rule by September 4, 2015.

- **Fall 2016** – ETA for Final Rule and implementation
  - Historically, employers have had only 120 days to comply with new rules. But, the compliance window has been as short as 60 days.
CURRENTLY...

**SALARY TEST**
- Employee is paid on salary basis
  - Salary must be more than $455/week, or $23,660 annually
  - Note: Teachers – including professors – are not required to meet this portion of test

**DUTIES TEST**
- Primary duties must be consistent with executive, professional, or administrative positions as defined by the Dept. of Labor
Dept. of Labor proposes to set standard salary level at the 40th percentile of weekly earnings for full-time salaried workers.

- Current standard is $455/week or $23,660/year
- 2016 level estimated to be about $970/week, or $50,440/year (113% increase over current)
- Approximately **900 employees** affected (8-10% of current employee base).
AREAS & ROLES POTENTIALLY AFFECTED

Academic affairs (librarians, advisors, counselors)
Student life (residence hall managers, admissions counselors, financial aid counselors, student activities officers)
Institutional affairs (human resources professionals and trainers)
Fiscal affairs (accountants, head cashiers)
Auxiliary services (textbook managers, ticket managers)
External affairs (alumni relations and fundraising professionals)
Facilities
Information Technology
Research and clinical professionals (including many with advanced degrees and those engaged in advanced training)
Post-doctoral positions
Athletic affairs (head coach, assistant coach, physical therapist, trainer)
Managers in food service, security, and building and grounds
Community outreach/educational extension functions

The College and University Professional Association for Human Resources (CUPA-HR) lists these areas and roles as potentially impacted by FLSA rule changes:
IMPACT TO CAMPUS

- Move employees from Exempt to Non-exempt
  - Eligible for overtime pay
  - Hourly
  - Required to track/report time
  - Paid bi-weekly
  - Often required to set work schedules
- Pay cost to move employees to new threshold
  - Pay overtime
  - New staff
  - Outsource labor
  - “Comp time”
  - A mix of all options

What next? HR will schedule meetings with campus units and departments to assist them in developing action plans for these new rules.
Staff Council Town Hall
Tuesday, October 4, 2016
6 a.m. – O’Keefe Building
11 a.m. – Clough Commons, Room 152
3:15 p.m. – EBB Seminar Room
UPCOMING CAMPUS EVENTS

- Friday, March 18 – Free Yoga, Noon-1 p.m., Peachtree Room, Student Center
- Saturday, March 19 – Saturday, March 26 – Atlanta Science Festival
- Tuesday, April 6 – ACC Inventure Prize, 8-9 p.m., Ferst Center for the Arts
- Monday, April 11 – When the Whistle Blows, 5:15-5:45 p.m., Harrison Square
- Wednesday, April 13
  - Farmer’s Market, 11 a.m.-2 p.m., Tech Walk
  - Be Well Series: Using Your Leave for Maternity, Noon-1 p.m., Student Center 301
- Tuesday, April 19 – Staff Council Meeting, 2-3:30 p.m., Crescent Room, Student Center
- Friday, April 22
  - Earth Day, 10 a.m.-3 p.m., Tech Walk
  - Faculty & Staff Honors Luncheon, Noon-1:30 p.m., Student Center Ballroom
- Saturday, April 30 – Pi Mile, 7 a.m., Tech Tower Lawn