Georgia Institute of Technology
Staff Council General Meeting Minutes

BlueJeans
September 17, 2020
2:00 p.m. – 3:00 p.m.

“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.”

Call to Order & Introductions
- Byron Fitch called the meeting to order at 2:05 p.m.
- Present: Byron Fitch, Quinae Ford, Alex Gutierrez, David Brown, Lizzie Millman, Candice Bovian, Joscelyn Cooper, Juan Archila, Jonathan Hart, Will Jimerson, Rusty Taylor, David Bamburowski, Jonathan Etress, Sterling Dunkley, Eric Sembrat, Michael Williams, GTPD Carla Cook and Nannette Dooley.
- Not present: Stacy Braukman
- Guests- Cara Joy Wong and Raquel Plaskett
- Chris Walker is no longer on the Staff Council, he left Georgia Tech.

Approval of August 2020 minutes
- August meeting minutes were approved.

Campus Pulse
- President Institute address
  - For the institute address: what questions do you have?
  - Candice- Will he reiterate the strategic plan?
  - Alex- Individuals who are in the TRS system, has their pension been affected because of the pandemic?
  - Juan- Capital projects and priorities, what’s on the drawing board and what has been pushed back?
  - Eric Sembrat- He had a few staff members and some leadership in his department take the early retirement opportunity, curious what impact when they leave around the similar time.
  - Candice- They have been affected and found out the individual who was overseeing the lactating rooms at GT is retiring.
  - Eric Sembrat- What is the turn around time to hire individuals when it comes to critical hire?

USG Staff Council Updates
- David Brown
  - The next USG Staff Council meeting will be on September 28 and won’t have any updates until then.
  - USG Staff Council Conference will be at Fort Valley State University virtually.

Staff Council 2020 Elections
- Quinae Ford
  - September 29, SC is will be hosting a virtual information session on what the SC is and the process to join.
  - Nominations are from October 1 to 16.
  - Election voting period will be from October 30 to November 13.
Onboarding for new members will be announced at our general SC meeting on November 19.
- Orientation will be December 10 for the new elected members.
- 6 seats are available. Four for admin, one IT and one research.
- Rolling off the SC are Candice Bovian, Will Jimerson, Stacey Br, Eric Sembrat and Joscelyn Cooper, Jon Hart

Staff Council Town Halls
- Candice/Byron
  - Byon- Next town hall will be next Thursday from 11 am to 12 pm. Will be about COVID-19/testing protocols and safety measures. Panel of experts will include Joshua Weiss- School of Biology Sciences, Will Smith-Emergency Preparedness, Kasey Helton- AVP Campus Services and Juliane Williamson will be answering questions from the audience
  - Candice- Next two town halls will be in October, Diversity, Equity and Inclusion and November will be Health and Well Being.
  - Her committee members on the Employee Engagement committee will be assisting in moderating the chat and the event.
  - They don’t have the panelist yet, so if you have any suggestion please let her know.

Staff Appreciation Day
- Candice Bovian
  - Will be on Tech green with King of Pops and food trucks will be there.
  - We need staff council members and committee members to volunteer.
  - If individuals do not RSVP, then they cannot enter the event. Hand sanitizing stations will be available and social distancing will be monitored.
  - Staff attending the event will have a visible wrist band.
  - Juan- Perhaps partnering with the COVID-19 Task Force and getting a testing site table at the event since there are people there.

Committee Updates
Employee Engagement (Candice Bovian & Joscelyn Cooper)
- The next Inform town hall series will be next Thursday. We had one in August, have one this month then October and November.
- STRAP Policy update- They are very close to getting it approved. They received GTRC funds and feel very confident it will be approved before this year ends.
- Joscelyn - Gift assembly became a labeling session and 100 or so were labeled for the 5 yr. gifts. In October they can start to distribute them with the help of facilities managers.

Campus Physical Environment (Juan Archila)
- Survey that was sent out in late June, early July by the SC, was shared with the leadership of new Sustainability, Facilities, and Safety (SFS) Division and held a Q&A with them.
- As a SC committee they are embedded in the SFS quarterly meeting. Next meeting will be in December.
- They don’t have a budget and had students to assist them but now they are happy to know SC CPE committee is focused on their initiatives and can assist them.

Health and Well Being (Jonathan Hart)
- Quinae Ford- Health well-being initiative is no longer in the hands of the SC but with GTHR as they will take the lead.
- Their committee are still working to see along with Health Initiative if the health fair would be in person or virtual next year.
- Quinae introduced to the committee an initiative that will partner up with EHS and distribute a minimum of 200 hand sanitizers and masks to campus staff at tents outside of GTPD and CRC.
- Juan-Their committee would like to also assist with the effort since they are already work with EHS on other initiatives.

Compensation & Benefits (Will Jimerson)
Survey about ECDC was sent out last Thursday on the SC newsletter and has received 295 responses so far. Once they collect all the responses, they will analyze and synthesize the data.

Their committee will reconvene tomorrow and see what to do with the data, and research virtual site visits on what other institutions that offer careers services to staff.

Perks and Programs has been completed and just waiting on the communication roll out with the new refreshed website.

Communications (Eric Sembrat)

They have been working with the communication committee focusing on rebuilding and changing out some pages on the SC website.

They have migrated large content like the Inform Series, committee pages, mission, successes etc.

Benefits on the website will be easier on updating content on each committee page and be ready for SC election period.

Liaisons Updates

GTPD- (Captain Carla Cook)

They had a couple of safety alerts go out for Tech Square crimes such as shootings, pointing firearms at one another and an attempted carjacking.

They are working with stakeholders in the Tech Square area along with Atlanta Police Department and Midtown Blue.

GTPD would partner with the SC on having a tent location outside GTPD headquarters and give out hand sanitizers and masks.

Reminders

- Alex Gutierrez
  - Participation Tracker - Please log in the tracker immediately to prevent cramming at the end of the month. We have three individuals who have not yet inputted their hours.
  - Virtual office hours - there are two leadership SC council member slots available for September 21 and September 28 are now available to sign up. Be on the look out for the month of October hours for virtual office.
  - Staff Appreciation Day is scheduled on October 1, please sign up to volunteer, come out and show support to the GT community.

Meeting adjourned 3:00 p.m.

Next meeting: BlueJeans
Thursday, October 15, 2020
2:00 p.m. – 3:00 p.m.