



The University of Georgia

Staff Council

Making a great place to work even better!

October 1st, 2014
Miller Learning Center Room 250
2:30PM

Meeting was called to order by Michael Lewis

Roll Call, quorum was present

Minutes from September were approved

Committee Reports:

Health and Safety Committee: still needs a chair.

UGARA: no report

Communication Committee: no report

Benefits and Classification: Recently attended a meeting where shared leave and open enrollment were discussed. More detail to follow.

Staff and Needs Concerns: Elmer reported that he had talked to Don Walters at Parking.

Parking is working on signage for the Tate Parking Deck to be placed closer to Lumpkin. Elmer reported that the committee will follow up with Don in December

University Council Committee Reports:

Executive Committee: the September was cancelled.

Facilities Committee: Met September 17, 2014. A copy of minutes from that meeting is attached (Attachment I)

Student Affairs Committee: No report

Human Resources Committee: No report

Strategic Planning Committee: No report

Libraries Committee: No report

Chair's report:

- Shared some highlights of some recent events and upcoming events
 - Events attended
 - UGA Foundation Fall Meeting – Reception, Orientation Meeting, Fundraising Meeting, General Meeting, and more
 - President' Club Reception
 - Upcoming Events
 - Alumni Board Fall Meeting
 - Staff Appreciation Day Committee

- Verbal approval for use of the Staff Council logo with and without motto, need to send electronic copy to Chip Stewart for written approval for our records
- President's Club Reception

Old Business: None

New Business:

- UGASTaff email list serve rules revision
 - As a group, we have decided to review the current UGA Staff Listserv.
 - Stuart Ivy, past Staff Council President and present administrator of the list has asked that we consider adopting a list of rules for list serve use. Currently, there is a list of guidelines. Stuart proposed that we replace the guidelines with a set of proposed rules and retitl the page UGASTAFF Listserv Rules. After a review of the rule and a brief discussion, the new set of rules were voted on and adopted. (See Attachment II)
- Student Mentoring Program
 - Mike Friedline from the Health Promotion Department of the University Health Center talked about an opportunity to provide mentorship to students going through the University's conduct process. The program matches eligible students with a participating staff or faculty member, who then assists the student with developing a sense of purpose and a meaningful connection with UGA. The program was piloted last spring semester and proved to be a fulfilling experience for both students and mentors.

Next Staff Council Meeting 2:30 November 5th, 2014, MLC 250 with with Tim Chester, CIO & VPIT.

Meeting adjourned at 4:06pm

Attachment I

**University Facilities Committee Meeting
Room 103, Connor Hall, 2 p.m.
September 17th, 2014**

Attendance: Bill Tollner, Elizabeth Carter, Mary Moore, Bynum Boley, Holly Sellers, Michael Castaneda, John Mativo, Tom Lawrence, Brian Kiepper, Danny Sniff, Shari Miller, Piyush Kumar, Mark Anderson, Kristen Cameron, Ralph Johnson, Marc Galvin, Jimmy Williamson, Ron Hamlin, Faustro Sarmiento, and Russ Mumper. (Count of 20)

Meeting was called to order at 2 p.m. and preceded directly to the agenda items.

1. Election of chair –Bill Tollner was elected unanimously and agreed to serve.
2. Reports from the following individuals:

- a. Mr. Ralph Johnson, UGA Facilities Division

MRR projects

Funding comes from state in form of bond funding. MRR funding received is historically about 20 million dollars. The downturn 2009-2011 cut this down to 10 million. Cosmetic only projects did not survive the budget process last year. Replacing systems in building, backlog of maintenance, HVAC, electrical switchgear, steam line replacement, east campus road surfacing, elevators in science library, elevators in Dawson, roof replacements (main library). A roof replacement program has reduced leak complaints received from hundreds of calls after a storm to around 10 calls, with many now being due to HVAC or other utility issues. With a footprint of 10.5 million square feet of instructional space, UGA spends about 1 million dollars per year in roof replacements. FY16 budget process is just now starting.

Dexter Adams is retiring. He was head of UGA grounds for 35 years. It is hard to list all the projects that Dexter has spearheaded. The campus has been substantially transformed over his 35 years of service. The committee moved unanimously to recognize the career accomplishments of Mr. Dexter Adams with the following commendation (see end of report for action item):

The University Facilities Committee recognizes Mr. Dexter Adams' exemplary and praiseworthy service to the University of Georgia for some 35 years. His efforts toward historic preservation, landscape restoration, and environmental stewardship have been instrumental in executing the physical transformation of the campus that has occurred over his 35 year tenure. His positive, gentlemanly and strictly professional approach to problem solving is greatly appreciated by the university community and the public alike.

- b. Mr. Danny Sniff, Campus Architect

The Historic preservation master plan is being revamped. President Morehead wants to reorganize the effort to ensure that all historically significant structures are recognized and maintained. Structures that are 40 years and older are targeted for consideration. Students will be very involved going forward. A plan pursuant to the Stewardship Law passed in 1999 will be developed.

The Fine Arts building is now largely handicap accessible. A renovation of Georgia

Center was begun. On Health Sciences campus, last of the renovation is wrapping up. Science learning center construction is now proceeding. Baldwin hall expansion, including an elevator for handicap access is complete. Baseball stadium is now being renovated and made more handicap accessible. Bolton hall is now open and well received by students. This is thought to have contributed to record meal plan sales this year. Vet school learning center to be finished in spring 15. Iron horse farm is purchased and being readied for use by the agricultural experiment station.

It appears that the glass on the coliseum had nickel sulfide inclusions that made the glass weak. A film was put on the 700 lb. sections. One of the sections subsequently cracked; however the film held the glass in place. Scaffolding has now been removed. Capital outlay for CCRC and Business School phase II -- The Business School phase 2 is in the capital request, as is the addition of additional lab space to the CCRC on river road, hopefully to be approved by the Regents.

We are still short of making every building handicap accessible. Historic preservation could make this nearly impossible. We are meeting federal mandates. Under the law the University can exercise programmatic flexibility to meet needs of the occupants, including students and faculty. Classes are moved so that students needing access can be accommodated.

c. Chief Jimmy Williamson, UGA Police

The chief took specific questions. Circle around the Ramsey center is still an issue. Traffic volume an issue in this area. Crunch time is between 10 a.m. and 2 p.m. Traffic on east campus a well-known issue. UGA is working with ACC to improving traffic engineering and signaling. We need to take alternative transportation to relieve the congestion. We need a public information campaign to get this word out. The campus seems to have maximized the size we can be given the topography and railroad.

UGA police stop around 11,000 cars per year. Sixty percent are warnings. Officers focus on dealing with only the most flagrant violations to avoid the perception of 'police state.' Accident numbers dictate where enforcement is pursued. Of all accidents, one or the other drivers or pedestrians is very often distracted. Police will cite those who are distracted. Lumpkin Baxter, Lumpkin Cedar, East Campus (speed). Baldwin and ECD circle. The campus has many distracted drivers and pedestrians.

Campus drop-offs compromise a major problem. We as a university cannot escape this reality. Congestion creates problems but keeps speeds low enough not to kill. Off campus students are the main source of traffic congestion.

Pedestrian bridges continue to be discussed. Separating pedestrians from the street using bridges and/or with hedging and fencing should be more vigorously pursued. Areas of pedestrian refuge as one finds in Europe also being considered. Park and Ride lots on the edge of campus served by campus transit are an option that has not been historically well received. Light rail and express busses on the 316 corridor have been discussed and continue being discussed.

Safe places – there is a campaign trying to encourage people to report cases of assault. Campaign is now being organized to start very soon that will be in sync with national initiatives now making the news.

At one time there were 40 call boxes around campus. These boxes were used to make 7 calls in 8 years. Modern cell phone technology will be used going forward.

d. Ron Hamblin, UGA Transit Services

Athens transit is fare free for UGA staff. Athens park ride is free to UGA staff. Liability is something to be worked through. Health sciences route is well used.

Ten daytime, one overnight route, and four night routes are available. Transit services will add additional (smaller) bus capacity for use when the vet school opens. These will also serve greenhouse areas and labs at the end of south Milledge. A vehicle location App will show people where the busses are at any point and time. A student focus group is being organized to facilitate understanding of transit services and student service needs.

3. Items of concern from the floor – The above reports and subsequent discussion answered all questions. No emails were received since our meeting last spring. Emails are welcome.

Meeting adjourned at 3:45 p.m.

Note: Action item is to invite the Council as a whole to endorse the commendation for Mr. Dexter Adams.

Attachment II

The UGASTAFF listserv

This list is designed to provide a forum for UGA staff to post issues relevant to members of the University community. The list is open for subscription to all UGA staff members whether temporary, permanent, full-time, or part-time. Anyone outside of this classification who wishes to subscribe must request permission to be subscribed based on UGA business need. This list is unmoderated, meaning it operates according to the will of its subscribers. This is a great medium with which to solicit the advice of your peers, benefit from their experience as well as share your own experiences, and to participate in an ongoing conversation.

By your use of the UGASTAFF list, you agree that you have read and will follow the rules and policies set for the list. Failure to comply with UGASTAFF list rules and policies shown below will result in a warning from the list administrator. A second violation within a twelve month timespan will cause loss of subscription privileges for a minimum of six months; any offenses after the second violation defined above automatically results in permanent loss of subscription to the list. There is no recourse for being unsubscribed short of petition to UGA Staff Council which must be voted upon at the next regularly scheduled meeting and approved by more than half of the quorum of voters.

UGASTAFF is limited to 50 messages per day. When the daily limit is reached, all messages will be held until the list is released by the list administrator. In addition, **only three posts per person per day** are allowed. The default purposely has been set for replies to go to the original poster instead of the whole list. Please do not “reply all” unless it is truly relevant to all subscribers.

If you are unsure whether a post you wish to make is appropriate, please **contact a list administrator** at ugastaff-request@listserv.uga.edu and ask before posting.

Instructions for leaving the list or suspending it while you are on vacation are at <http://ugasc.uga.edu/listserv-guidelines/general-instructions-for-listserv-use/>.

Informal **recommendations** gathered from this list can be found at <http://scomm.uga.edu/recommendations/>.

UGA’s computer use policies at (<https://infosec.uga.edu/policies/aup.php>) are in full effect on this list and any violation of these policies represents a violation to the rules and policies of the list.

List Rules and Policies

- Please **be considerate** of the inboxes of others, and use time and bandwidth responsibly. This is not the place to blog. Be sure your **Subject line** clearly and concisely states the actual topic you are addressing. This allows members to respond

more accurately to your posting and makes it easier for other subscribers to search the list archives by subject.

- This is an **open list** based on democratic principles. Opinions expressed are those of the individual poster and should be esteemed as such. Respect each other and you will be treated with respect. Please make sure that each message you post lists your full name. Anonymous posters will be unsubscribed.
- **Personal attacks** including name calling or disparaging remarks based upon another list subscriber are unacceptable and WILL lead to loss of subscription privileges on the first offense. I'll quote from Wikipedia, "Comment on CONTENT, not on the CONTRIBUTOR. Personal attacks do not help make a point; they only hurt the ... community."
- While it is acceptable to post information respectfully countering another's opinion, it is inappropriate to get into an **extended debate** on the list. Extended discussions should be offline between interested parties.
- This is a listserv, not an online forum. **Once you hit send, your message is delivered into the individual email inboxes of every subscriber on the list.** There is no way for listserv admins or anyone else to delete a posting after the fact. The burden is on each person posting to be sensitive to the contents of their messages.
- Do remember that information posted on the lists is available for all to see. Posts are subject to applicable law, including defamation, libel, and slander laws. There is a substantial difference between disagreeing with how a job/service is done and accusing persons, vendors, etc. of fraud or incompetence. Negative statements that impugn someone's professional qualifications can cause economic and emotional harm. Keep criticism on an objective basis that is factually verifiable and skip commentary about character, competence or motive to minimize legal risk.

Posting Policy

- **Shared leave requests** are not allowed. See UGA's shared leave policy at <http://www.hr.uga.edu/shared-leave>.
- While **political topics** may be posted, by state law it is forbidden to campaign for a political candidate. Please remember that personal politics differ widely and that such discussions can quickly get heated. Tread lightly here.
- **Business advertising** is not allowed. (Please read about recommendations below.)
- Items **for sale or rent** or inquiries about **buying or renting items** are not allowed on UGASTAFF. This includes asking for recommendations in such a detailed manner that the poster obviously has an item they are trying to sell or rent or wants to rent or buy a specific item from another. **Exceptions** are made for sales of goods or services by University of Georgia departments or items which benefit charitable or community organizations, which are allowed as a community service. Alternative venues for items to sell, rent, or buy are on Yahoo and FaceBook: <http://groups.yahoo.com/group/uga-for-sale/> and <https://www.facebook.com/groups/UGAforsale/> .
- Posting of **tickets to UGA Sporting events** is not allowed; instead, employees should use the UGA-Tickets listserv. Guidelines and subscription requests are at <http://suemyers.net/uga-tickets> .

- It is permissible to post **requests for recommendations** about goods and/or services, and it is permissible for the original poster to submit a compilation of the results of such requests as long as the results are clearly opinions and not overt advertising. If someone posts a request for recommendations, **DO NOT forward their e-mail** to vendors or providers without the poster's permission. If you do this and it is discovered that you did this the penalty is a six month suspension from the list.
- Announcements of **UGA events** are allowed and encouraged.