



June 1, 2016
Miller Learning Center Room 207
2:30PM

The meeting was called to order at 2:31 pm by Staff Council Chair Michael Lewis.

Roll Call

Members in attendance: Christine Jepsen Ahern, Devin Arnold (via sub), Deb Baker (via sub), Jason Bedgood, Teri Berryman, Kaelin Broaddus, Debi Chandler, Kelly Cona, Anjali Dougherty (via sub), Melinda Eades (via sub), Kat Farlowe, Elmer Gray, Michele Griffin, Savannah Hembree, Stefani Hilley, Pattie Holly (via sub), Holly Ivy (via sub), Stuart Ivy (via sub), Melissa Jackson, Kevin James, , Jenna Jones (via sub), Brenda Keen, Laura Kelley, Kristin Lawrence, Roswell Lawrence, Michael Lewis, Marie Mize, Maggie O'Brien, Maureen O'Brien, Michelle Parkos (via sub), Laquita Phillips, Kyla Sterling, Carly Surratt (via sub), Kristi Wall (via sub), Shialoh Wilson

Members absent: Victoria Cooper, Norma Holliday, Mary Moore, Laura Rhicard, Sherri Stephens, Willie Thornton

A quorum was present.

Minutes: Michael asked for a motion to approve the May minutes. They were approved unanimously.

Staff Council Committee Reports

Needs and Concerns. Elmer Gray submitted the following report via email on April 18, 2016:

Staff Council Committee Report 4/18/16

Staff Needs and Concerns Committee

Members – (Chair) Elmer Gray, Jason Bedgood, Pattie Holly, Kristen Lawrence, Laura Rhicard, Kyla Sterling and Shialoh Wilson

To date there have been few items brought before the staff needs and concerns committee this year.

One item that we addressed was the intersection of River Road and Carlton Street in front of Joe Frank Harris Commons. The inefficient traffic pattern and the unabated pedestrian traffic at this intersection was brought to our attention. This matter was addressed in an

email to the Associate Vice President of Facilities Planning, Danny Sniff. Two potential suggestions were provided to improve traffic flow and pedestrian safety at the intersection.

Danny forwarded this information to Ms Lara Mathes the Director of Campus Planning who responded that a transportation planning and engineering firm had been contracted to study the area and make recommendations. As a result of this activity, the administration was keenly aware of the staff's concerns about this site and two potential solutions were offered.

A second item that has seen some progress is the passage of the UGA Family Higher Education Program by the University Council. This proposal started in the staff council in general the development of a proposal was led by representative Michele Griffin. The current proposal requests "tuition assistance benefits" for spouses and dependents of university employees. During the April council meeting University President Morehead expressed some reservations about this proposal as it is now written. However, a dialog has been initiated, and further discussions will be pursued.

A final item that is being evaluated is the proper level of representation for the College of Agriculture. The current (2013) university census data included as table 2 of the appendix of the council bylaws credits the College of Agriculture with 43 staff members. A recent inquiry within the college determined that 1,217 people are paid as staff members of some version in the college. This discrepancy will be addressed.

Elmer W. Gray, Chair

University Council Committee Reports

Human Resources. Brenda Keen reported that the committee sent a letter to the Provost requesting that the results of the Faculty Gender Equity Study be re-examined. The Provost responded with a decline to do so. The committee is not happy with that response and may meet over the summer.

Old Business

There was no old business.

New Business

Introduction of new representatives

Marie Mize introduced Elena Williams from the Law School who will replace Deb Baker beginning in July.

Michael Lewis introduced the topic of OneSource, a new system that will replace every campus information system other than Banner. Implementation will be a four-year project, and they are looking for people willing to invest any amount of volunteer time to help with the implementation. Anyone interested in helping should contact Sarah Fraker, OneSource Project Change Director, or via the web site onesource.uga.edu.

Brenda Keen added that the Powerpoint presentation from the May 26 Town Hall meeting is available online at onesource.uga.edu. It includes a chart that shows which systems will and won't change.

Election of three at-large members of the Staff Council Executive Committee

The slate included Brenda Keen, Savannah Hembree, and Laura Kelley. Stefani Hilley nominated herself from the floor. Brenda, Stefani, and Savannah were elected.

Michael Lewis introduced the topic of the Georgia Fund's 2016 Faculty & Staff Campaign. UGA staff and faculty will be receiving letters from the Georgia Fund requesting donations. Michael suggested the Let All the Big Dawgs Eat Food Scholarship, an initiative that addresses the student hunger crisis at UGA as a worthy fund. Brenda Keen asked if there was a place to donate to the UGA Student Food Pantry, Michael said there is an office in Tate.

Motion to modify rules of the UGA Staff Listserv membership

Michael shared this statement from Stuart Ivy, administrator of the Staff Listserv:

Recently there has been a great deal of discussion about who should be subscribed to the UGASTAFF list. The current rules state only current staff employees whether full time, part time, temporary, or permanent. There is also some leeway for UGA administrative personnel to be subscribed as well.

In an attempt to clear the list of all those who did not fit those categories yet were still currently subscribed, the question came up of whether some of these other groups should remain on the list.

I have received requests for several of these groups to be left on the list with approval from Staff Council. In looking through the requests and thinking of the basic intent of the list—a forum for staff discussion and dissemination of staff information—the only group I think needs to remain on the list and be added to the rules are the staff retirees. They are still of the UGA staff. We know many of them and appreciate their institutional knowledge and in return they receive information pertinent to their lives as our retirees and where many of us hope to be one day.

I would be fully in favor of amending the rules to allow retirees to remain subscribed. I do not see a valid case for any other group to be subscribed based on the original intent of the list.

Thanks much,

—Stuart, List Admin

Michael explained that the current Staff Listserv membership includes students, faculty, and administrators. Brenda Keen stated that the list guidelines currently say that Staff Listserv subscribers should be staff, whether they are full time, part time, temporary, or one other thing. The guidelines also allow that anyone who does not fit the membership description may request to subscribe. She said that there have been two issues lately: 1) retirees would like to remain

subscribed to the Listserv, and 2) some current subscribers object to student subscribers. Brenda said that in her opinion that the guidelines already address the second issue, so she believes we just need a motion to allow retired staff to remain on the list. A lively discussion followed.

Christine Jepsen clarified that the issue at hand is whether or not retirees should be allowed to subscribe to the Staff Listserv. Kat Farlowe moved to amend the guidelines to allow retirees. Michael then opened the floor for discussion.

Debi Chandler read from the guidelines:

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.

Debi said that she felt retirees had a valid UGA business need, and therefore shouldn't need a special inclusion. Another lively discussion followed.

Michael called for a vote on the motion. The motion carried unanimously. UGA retirees will be able to subscribe to the Staff Listserv.

Guest Speakers:

Michael introduced Patrice Masterson, Assistant Director of Benefits in Human Resources, who introduced her colleague Taylor West, Benefits Counselor. They delivered a presentation on Financial Wellness through Voluntary Retirement Savings Plans. These are retirement savings plans that supplement the mandatory TRS or ORP programs.

There are four basic types of voluntary savings plans available for all employees (except student employees). And, any employee can contribute to all four plans up to the plan limits. The four types are:

Tax Sheltered Annuity 403(b)

- Contribute via payroll deduction before taxes are withheld
- Can contribute up to \$18,000 in 2016
- Age 50+ catch-up is \$6000
- Taxes on contributions, interest and earnings deferred until withdrawal
- 10% penalty if withdraw before age 59½
- Tax-free loan provision as long as loan is repaid in a timely manner
- May withdraw upon separation from employment, age 59½, or due to documented hardship:
 - Unreimbursed medical expenses
 - Purchase of principal residence
 - Higher education expenses
 - Payments to prevent eviction or foreclosure

Deferred Compensation 457(b)

- Contribute via payroll deduction before taxes are withheld
- Can contribute up to \$18,000 in 2016
- Age 50+ catch-up is \$6000
- Taxes on contributions, interest and earnings deferred until withdrawal

- Tax-free loan provision as long as loan is repaid in a timely manner
- May withdraw upon separation from employment or due to documented unforeseeable emergency:
 - Sudden, unexpected illness of employee or dependent
 - Loss of property due to casualty

Roth 403(b)

- Contribute via payroll deduction after taxes are withheld
- Can contribute up to \$18,000 in 2016
- Age 50+ catch-up is \$6000
- Tax-free distributions after 5 years AND age 59½

Roth 457(b)

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UGA has four approved vendors that offer each of these savings plans:

- Fidelity
- Lincoln Financial Group (Cannon Financial Strategists)
- TIAA-CREF
- Valic

Representatives from each vendor were on hand with brochures and were available to talk with Staff Council representatives one-on-one. UGA employees can access contact information for the companies and their representatives online at <http://www.hr.uga.edu/approved-tax-deferred-savings-plan-companies>.

Taylor added that representatives for these companies come to the HR office once a week to meet with employees via appointment. There is no charge for the meetings. Enrollment in any of the plans can be started or stopped any time, and is easily managed through My Retirement Manager <http://www.hr.uga.edu/retirement-manager>.

In closing, Taylor said she and Patrice are available to make a variety of retirement savings presentations to any UGA group or department. Call them at 706-542-2222, or email them at benefits@uga.edu to schedule an appointment or to ask any questions.

The meeting was adjourned at 3:28.

Next Staff Council Executive Committee meeting 3:30 pm Tuesday, June 28, 2016, Georgia Center, Room C.

Next Staff Council meeting 2:30 pm July 13, 2016, MLC Room 153.