



October 5, 2016
Miller Learning Center 213
2:30PM

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

Roll Call

Members in attendance: Jason Bedgood, Kaelin Broaddus, Debi Chandler, [Kelly Cona](#), [Shauna Corsaro](#) (via sub), [Anjali Dougherty](#) (via sub), Melinda Eades, Elmer Gray, Michele Griffin, Savannah Hembree, Stefani Hilley, Pattie Holly, Stuart Ivy (via sub), [Melissa Jackson](#), Kevin James, Jenna Jones (via sub), Brenda Keen, [Kristin Lawrence](#), Michael Lewis, [Nichole Lunceford](#), Marie Mize, [Mary Moore](#), Maggie O'Brien, Maureen O'Brien, Michelle Parkos, Laquita Phillips, [Laura Rhicard](#), Kyla Sterling, Carly Surratt, [Jason Tiller](#),

Members absent: Christine Ahern, [Devin Arnold](#), Teri Berryman, Victoria Cooper, [Kat Farlowe](#), Michael Kanning, Laura Kelley, Roswell Lawrence, Willie Thornton, Kristi Wall, [Elena Williams](#), Shialoh Wilson

A quorum was present.

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

Staff Council Committee Reports

[There were no reports.](#)

Chair's Reports

Michael shared the following reports with Staff Council:

Staff Council Executive Committee meeting with Provost Whitten Sep 30, 2016

In attendance were Pam Whitten, Michael Kanning, Brenda Keen, Mary Moore, Michael Lewis, Marie Mize, Melinda Eades, Elmer Gray, and Christine Ahearn.

We started with a lengthy discussion on communication failures, most recently exhibited by the FLSA issues. Provost Whitten acknowledged that there was always a decision to be made as to whether to bombard people with so much information that they simply could not absorb it all, or err on the side of too little. All institutions face this issue; all fail at it, at least from time-to-time.

Results of the conversation were to further attempt to target information to the correct recipients, as well as try to send some through a more personal channel, such as having colleges send it out to their departments. She will speak to VP of Communications and Marketing Karri Hobson-Pape to attempt to get her to focus on internal-facing communications, as well as outward-facing messages. She intends to invite Karri to the next Deans meeting to discuss what can be learned from the FLSA communications fiascos.

We asked about progress on the staff women's leadership program status. It is being developed by her office and HR, and should roll out very soon. A question arose about positions becoming available for the program's graduates to be promoted into. Part of the answer was that anyone can lead at any level, so such training can be useful immediately, as well as for preparation for promotion.

We talked about mandatory training for Supervisors, especially on EEO issues so that UGA's efforts in the past few years to increase diversity don't backfire from lack of knowledge about the laws protecting diversity. Along this line, we made clear that people who become supervisors/department heads do not necessarily have the training or skills needed for their new jobs and that everyone would benefit from some form of management/supervision training.

We asked a follow-up from her meeting with the full Staff Council last spring on the office of Work/Life Balance, what metrics are being considered to determine success? Dr. Whitten asked us what we thought should be considered as needs, and whether Kiz Adams was fulfilling those needs. She feels the program is still new and very much in the status of introducing Kiz to the campus and getting expectations defined.

There was a bit of discussion about FLSA, mainly centered around how concerned the people in her building were about how it would affect employees across campus. She stated that she had lost a lot of sleep over it, and she knew Ryan Nesbit and Jere Morehead had, too. Pam is dismayed that so many options to help people have been declared illegal or a violation of policy, and is still hoping to find something that the university can do to mitigate the effects. In particular, she is saddened that so many people feel that administration thought this up as a way to hurt employees, when the reality is that they have spent countless hours trying their best to not hurt staff.

We discussed the difficulty in finding any policy at UGA. Where is the policy on x, or y, or z? Where to look? How to look? There may be a need for a university-wide policy site, widely cross-referenced and easily searchable. The former Ask-UGA function was discussed. She will look into what happened to it and what might be done to allow policies to be easily found, stating that she has that problem herself.

There was a brief discussion regarding need-based assistance for students that stemmed from a statement that many staff could not afford to send their child to UGA. Mentioned were homeless students, students who did not know where their next meal would come from, and the interesting detail that nearly all of these students are doing well academically.

We ended with an offer to help, both in communications and building trust. While no specific plans were agreed upon, there was agreement that we could be useful in helping get information to the right people and helping build trust between staff and administration that we are all on the same side. She challenged us to consider for our next meeting with her, "How to build trust between the administration and the staff?" regarding in particular the leadership's intentions are to do well for the staff.

I am very pleased that she took the time to visit with us for an hour, provided exceptionally straightforward answers to our questions, seemed to be quite interested in our suggestions, and was, as were we all, very cordial.

Michael Lewis, Chair
Staff Council

Kyla Sterling asked how Staff Council would address Provost Whitten's charge to help improve campus communication. Would we make it an agenda item for the next meeting? Michael asked Kyla if she'd like to head an ad-hoc committee. Kyla replied that she didn't think so, and asked if that's what would be needed. Michael said he didn't know, that he would ask the chair of the Communications Committee if she were here, though the committee really exists to communicate out to the campus about Staff Council.

Mary Moore included that during the meeting with Provost Whitten there was discussion of the importance of including a staff member in developing strategic communications that go out to staff. The executive committee asked the Provost if she could make that happen on a regular basis.

Kyla agreed that would be useful, but asked how Staff Council could make a difference. Would we need an ad-hoc committee or a brainstorming session? Michael said he'd like to get a group together to meet with Karri Hobson-Pape to ask her what her plans are to improve campus communications. Michael feels that Archnews emails are usually deleted unread, and are therefore not good for critical information.

Marie Mize shared that she thought a brainstorming session would be ideal. Michael said that he thought about inviting Karri Hobson-Pape to a Staff Council meeting. Marie clarified that we should hold the brainstorming session first, so we could present strategic ideas to her. Maggie O'Brien noted that the brainstorming session could be put on next month's agenda and we could all think about it in the meantime. Marie agreed that was a great idea.

Michael said that there is an email list that goes to deans and directors, and Provost Whitten said that he should be on it. Brenda Keen said it was the AdminMemos listserv and he could sign himself up.

Maggie said she liked the format of Jere Morehead's messages. Maybe ArchNews could be more like that.

Michael then shared this report:

Chair's Report to Staff Council October 5, 2016

The last few weeks have been rather burdensome on the office of the chair. Several normal events have recently occurred, and one very unusual one.

The chair is an ex-officio non-voting member of the UGA Foundation Board of Trustees, who had their fall meeting Sep 29-30. Thursday morning included a meeting of the Development and Public Relations committee. The theme for the day was involvement of trustees at events on campus, visiting schools, colleges, and units, finding out what they do, what they need, and showing them that we are interested in what they do. Additional direction was given to make personal contact with potential donors. The probability of a gift goes from less than 30% with a call or note to over 80% with an in-person visit. The evening's dinner was at the President's House, also attended by several VPs and deans, several of who wished to discuss FLSA issues with me. Friday's events included a tour of the Science Learning Center, followed by lunch with Dr. Rick Tarleton of the Center for Tropical and Emerging Global Diseases discussing the value of pure research, both for the betterment of humanity and income to the institution. The full board meeting including the usual approval of the accounting firm's report, the various committee reports, a report by Kelly Kerner regarding the current capital campaign, and a presentation by Dr. Rahul Shrivastav, VP of Instruction.

As chair, I was asked to serve on UGA's FLSA Implementation Steering Group and charged by the president to make the implementation as staff-centered as possible. The rest of the group were various vice presidents, a dean, a vice provost, the budget director, and a few from HR. The first meeting opened with a somewhat non-staff-centric set of ideas. Fortunately, repeated explanations of how this was going to affect staff quickly altered many points of view. I am happy to say that we did all that we were allowed to do, within the laws of the U.S. and Georgia, to lessen the impact. We know it isn't enough, and are still looking for other ways to help. In particular, President Morehead and VP F&A Nesbit are very concerned about the people that work here and how this will affect their lives.

Part of role of chair is to foster communications between the staff and the president, to convey, in both directions, the issues of the day, what, why, when, and how they affect us. Towards that end, I hosted four Open Forums on UGA & FLSA, spent many hours addressing FLSA issues in emails, postings to the UGASTAFF list, and on Facebook, as well as numerous phone calls and meetings, all in an effort to try to help people understand what was happening, why it was, when and how. My hope is that better understanding will go a long way towards alleviating the natural tendency when one's money is taken away to look to assign blame, to be angry, to seek revenge. No one, absolutely no one in administration at UGA thinks the change to FLSA regulations regarding the nonexempt salary floor is good for staff or good for the university. No one. I am unaware of any affected staff member who likes it, either, even though it will undoubtedly prevent many people from working over 40 hours per week without compensation. However, it is the law, both federal and state, so we must comply with it.

Last Friday evening was the annual President's Club reception for significant donors to the University of Georgia. Somehow, I was invited. Numerous contacts were made with donors and UGA administrators, again with many wanting to know about FLSA changes and the effects on staff.

Michael Lewis, Chair
Staff Council

Michael shared that at the recent UGA Foundation Board of Trustees meeting, Rick Tarleton from the Center for Tropical and Emerging Global Diseases spoke about the importance for research at UGA and the funding it brings.

Michael also shared that Kelly Kerner reported on the success of the capital campaign and the need to raise the fundraising goal to over a billion dollars, perhaps \$1.8 billion. However, UGA's endowment is small compared to many other institutions, so there's a need for this fundraising. Elmer shared that if the endowment can be increased, it might allow for children of UGA employees to get scholarships to UGA in the future.

Michael shared this last report:

Staff Council Report to University Council, September 21, 2016

President Morehead, please accept the gratitude of the staff of UGA for the 2nd annual Staff Appreciation Day last May.

Since our last report, the Staff Council has held our annual elections for officers and University Council members. As I am standing before you today, it appears that I was chosen to serve my second and last two year term as chair. Marie Mize was reelected as vice chair, Mary Moore reelected as Coordinator, Teri Berryman was elected as Treasurer, and Kaelin Broadus was reelected as Recording Secretary. These officers serve for one year and are not term-limited.

Our open University Council seats went to Kelly Cona, Human Resources Committee, Kevin James and Laura Kelly were chosen for the Student Life Committee.

We often have guest speakers at our monthly meetings to broaden our knowledge of the universities many operations. We have enjoyed hearing from Lara Mathes from the University Architects regarding the master plan, Patrice Masterson and Taylor West from HR discussed voluntary benefits, Kiz Adams, from HR introducing her office of Work/Life Balance, and Sarah Fraker with Chris Wilkins gave an overview of the OneSource project.

Claudia Shamp spoke to us about the UGA Food Pantry, the shocking number of students who are homeless and/or do not have enough money to buy food, and the astonishing number of visits from people with a Faculty/Staff UGA ID.

We also heard from Juan Jarrett & Russ Ramsey from HR regarding FLSA changes and how UGA will comply. Though no fault of theirs, I think it is safe to say that no one who is aware of what these changes mean to about 3,000 staff truly enjoyed hearing about them.

To conclude, I want to express my deepest gratitude to President Morehead, VP of F&A Ryan Nesbit, and AVP of HR Juan Jarrett for their concern and extensive, continuing efforts to find ways to mitigate the effects compliance will have on staff.

Michael Lewis, Chair
Staff Council

University Council Committee Reports

Human Resources. Kelly Cona reported that the committee met and split into subcommittees. A faculty member with deep concern for his staff charged the committee with the task of fixing the FLSA rollout. The committee pushed for more Georgia United budgeting meetings to be held earlier in the month so employees can get more information and make necessary changes to deductions. Kelly was invited to sit in on a pilot session of the budgeting meeting, to give feedback to the presenter, and add content. Kelly encouraged Staff Council representatives to share with their units that there will be two 90-minute sessions (30 mins for Q&A) held at the Georgia Center on October 19th. She said the sessions are not condescending in tone and address the transition from monthly to bi-weekly pay.

Kevin James shared that staff in his unit felt insulted by the announcement of the budgeting sessions, and are not going to attend them. Kelly added that out of 3000 possible attendees, only 20 reservations have been made so far. Marie said that communications about the rollout of FLSA have not considered the emotional aspect of it.

Kelly shared an example of a tool she's using at the Georgia Center to help affected employees know exactly what their paychecks will be. She offered to share her template with others.

Kelly also addressed this issue of the letter for creditors, which Juan Jarrett referenced in his 9/30/16 email. She said that anyone who needs the letter should not wait for it to appear, but rather should email hrweb@uga.edu to request it. She also encouraged people to apply for the low-interest loans offered by Georgia United Credit Union.

Maggie O'Brien asked if the budgeting sessions will be offered on a continuing basis into the next year. Michael asked if they would be on Collaborate. Kelly said she thought it might. Kyla Sterling offered that perhaps employees would sign up for the sessions if they were marketed as financial planning rather than budgeting. She also asked if they could be offered after the workday for those people who can't take time away from their jobs.

Kevin James pointed out that with the transition from monthly to bi-weekly pay, he'll be paying for benefits 3 weeks earlier than usual, and his pay will be delayed a week. He used to pay his

monthly benefits at the end of the month, and now they'll be deducted from the first paycheck of the month.

Michael asked for any other University Council or Staff Council reports. Melinda Eades spoke on behalf of the Staff Council Communications committee and asked representatives to submit photos and profiles for the website.

Old Business

Michael reminded representatives to think about ways in which Staff Council can be of service to UGA staff.

New Business

Michael asked if anyone had ideas for speakers. Kyla asked if someone from HR would come talk to us about open enrollment. Michael said he would invite them for the November meeting.

Kelly noted that they might also want to address FLSA updates at the November meeting, since the pay transition will take place that month. Brenda Keen added that it would be nice if HR would announce updates to the FLSA website. Michael said he's suggested that and Brett Jackson said she's working on it. There was a general discussion about the poor communication about FLSA across campus.

Michael informally adjourned the meeting at 3:36.

Next Staff Council Executive Committee meeting 3:30 pm Tuesday, October 25, 2016, [Conner Hall](#), Room [103](#).

Next Staff Council meeting 2:30 pm November 2, 2016, Miller Learning [Center, Room 213](#).

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