March 4, 2020
Zell B. Miller Learning Center, Room 348
2:30PM

The meeting was called to order at 2:30 pm by Staff Council President, Marie Mize.

Roll Call:

Members in attendance: Brittany Barnes, Charlie Bauder, Maria Berdon (via sub Chris Spruill), Teresa Cash, Debi Chandler, Christopher Childs, Kelly Cona, Melanie Crawford, Wade Fields, Tamala Foreman (via sub Jimmy Lambert), Mary Formo, Amanda Fox, Elmer Gray, Savannah Hembree, Stuart Ivy, Kevin James, Wesley Johnson, Amie Jones (via sub Chuck Thornton), Jennifer Leyting, Emma Mattox, Ken McDaniel, Jackie Mitchell, Marie Mize, Leslie Morrow, Mathew Mundy, Jessica Owens, Rob Paltz, Anna Santos, Jacob Schindler, Ken Schroder, Leslie Sitz, Garrett South, Paul Suttles, Jason Tiller (via sub Dana Barnhart), Harold Waters, Beth Woods.

Members absent: Lisa Chandler, Lesley Coffey, Anjali Dougherty, Macie Fouche, Jami Gilstrap, Michele Griffin, Lillian Haas, Laura Kelley, Heather Macon, Paula Moon, Mary Moore, Kathryn Reeves, Stevie Stigler.

A quorum was present.

The February minutes were approved.

Grants Program of the Staff Professional Development Initiative

Sarah Fraker, Change Management Lead, UGA OneSource Project, presented information about the new grants initiative for staff development, which is one of the first initiatives that will be launched from the list of 12 recommendations coming out of the Professional Development Task Force. The program will offer grants of up to $1,000 for individuals and up to $2,000 for groups; the President’s Office has set aside funds for this year and next. There will be two application periods per year.

Volunteers are needed to review applications and would serve at least a two-year term—some volunteers may be asked to serve three years so that all members do not roll off simultaneously. There will be at least four meetings per year. There will be a kickoff meeting to
discuss the funds available, expectations, and evaluation criteria. Meetings will be held in September and March to review applications. This year the review period would be in May due to a delay in the launch for the program.

There will be five committee members. Someone from Training and Development and a standing chair will serve on the committee, so three additional members will be needed. It was suggested that one of these additional three be a member of Staff Council, although this is not required. Sarah would prefer that it be a Staff Council member or a representative of an SRG. For the remaining two spots, the committee would like two staff members in non-managerial roles, one from an academic area and another from a support area. Sarah noted that an individual in the Office of the President and another from the University of Georgia Foundation will serve as advisors but not as voting committee members.

Several members in the audience volunteered to serve. Sarah referred them to Marie; they may also get in touch with her at fraker@uga.edu. Josh (presumably Josh Warren, Senior Manager) will be serving as the Training and Development committee member and Sarah Fraker will be serving as the Chair for the first year, and they will both review interested committee members.

Per Sarah, there are few grant-ineligible activities, such as professional exams and Tuition Assistance Program (TAP) courses.

Information on the program will be available on a new website that is scheduled to launch on March 10 at engageandlearn.uga.edu (directs to https://hr.uga.edu/engageandlearn/).

OneUSG Connect Downtimes

Sarah Fraker reminded Staff Council of two downtimes for OneUSG Connect. During these times, staff who use the web clock will have to track hours on paper and managers will have to manually enter this time later. There are seven days total, four of which are weekend days. Contact Sarah if you need to download flyers to post. The outages are:
- Friday, March 13 (6:00 p.m.) – Wednesday, March 18 (7:00 a.m.)
- Friday, March 27 (6:00 p.m.) – Tuesday, March 31 (7:00 a.m.)

UGA Tech Basics

Marie Mize reminded staff that there is a Tech Basics class happening March 19th in Training and Development.

Standing Committee Reports

No Reports
Staff Networking Session Update

Marie reports that there are about 170 participants signed up for the Staff Networking session that begins on March 26 as compared to about 152 during the last session. A write-up will be available soon.

Staff Resources Fair

Savannah Hembree reminded the Council that the SRF is on March 10 from 1 to 4. There are 62 participating organizations that will have representatives at tables. Two door prizes will be given away each hour. Staff Council still needs representatives to work its table that will be located outside the main entrance of Tate Grand Hall. Parking is free.

Marie Mize said that there is hope that the Staff Professional Development Task Force will have a table at the event, but things are running behind schedule. If the Task Force is present, they will have information about their plans to have a special event with presentations related to professional development; this event will likely occur during the same week as the Staff Appreciation Day.

Nominations

All officers on the Executive Committee will be up for election at the April meeting of Staff Council. The Executive at Large (3) positions will be elected in June. Kelly noted that job descriptions for the positions are in the bylaws, and that she and Jami Gilstrap will distribute a document noting the incumbents of each officer position. Those interested in running for these positions may contact these incumbents to find out more about the reality of these roles. Incumbents wishing to run again should also reach out to Jami and Kelly.

Kelly Cona asked which University Council seats will be open; Jennifer Leyting noted that the following representative positions are opening up to serve starting in August of 2020:

- UC HR Committee, currently held by Anjali Dougherty
- UC Facilities, held by Laura Kelley
- Strategic Planning, held by Mary Moore

Marie noted that the Council will also need a new liaison to the UGA Retirees Association (UGARA) due to the retirement of Ken Schroder as of June 1. Per the bylaws, the Executive Committee appoints this liaison (4.4.3).

Kelly asked when the Parking Appeals Committee members were elected and the associated term limit for these positions. Per the bylaws, two staff members will be elected by the Staff Council to serve two-year terms which begin in August (4.4.1). The election will be at the July meeting, and the terms should be staggered. In the event of two vacancies, one person should
be elected to a two-year term and the other to a one-year term (5.2.5). Debi Chandler, serving on the parking appeals committee, noted her frustration with the lack of guidance on how to deal with appeals and a general lack of communication about these appeals this year.

**Special Committees, Potential Projects**

Matt Mundy was wondering how an ad-hoc committee could be formed to perhaps consider something along the lines of recreational green space. More specifically, Matt thought that Staff Council could be recognized annually for its work by having a tree planted. Marie thought that this would be a good project and will look into who we should contact about this. The recognition of Staff Council’s thirtieth year in 2021 could be incorporated into this project. Kelly Cona suggested that we could find a project already on a punch list and then claim this tree planting for recognition, perhaps placing a plaque, which may get around some of the difficulties in getting approvals for landscape projects. Jessica Owens offered to find a contact for these types of landscape projects. Staff Council could pay for such a plaque if funds are available.

In addition, Matt was wondering if a committee could investigate the use of UGA’s newly acquired railway right-of-way, perhaps advocating for something like Atlanta’s beltline project. It is unclear how this right-of-way will be used, but it may provide a recreational trail that connects to the Athens Greenway and runs as far as Whitehall.

In order to form an ad-hoc committee, there has to be a specific project and timeline for which the committee is proposed, and then Staff Council members vote on it creation. Per the bylaws, “Ad Hoc Committees are formed by the Staff Council to address immediate issues and are for a limited time only. As soon as the final report is presented to the Staff Council the committee has finished its charge.” Rather than creating a new committee to address the above projects, Debi Chandler and Elmer Gray thought that the Needs and Concerns Committee could begin exploring these ideas. Debi will reach out to a contact to find out more about this right-of-way project and whether a deal has been finalized for its purchase.

**Meeting Between President and Executive Committee, Critical Hire Process**

Marie Mize noted that we discussed the HR Consultant with President Morehead and that there still is no final report available. We also spoke about the critical hire process. Kelly Cona noted that all of the new positions in the Georgia Center have been unsuccessful in the approval process thus far, with some being rejected and other being returned for revision. By contrast, Marie noted that three or four positions in her area have gone through and been approved. Elmer Gray noted that President Morehead explained that the university was in a better position than other state agencies, and Marie noted that these state agencies have to route their hiring proposals through the Office of Planning and Budget which has a several month backlog, whereas universities are going to the Board of Regents for staff hiring approvals or to university administration for faculty approval.
Marie also received an explanation of why faculty hiring approvals are happening at the university level, but staff have to go to the level of the Board of Regents. The reasoning is that staff positions are more uniform across universities, whereas faculty positions are oftentimes unique to one or a handful of campuses.

Stuart Ivy shared information coming out of a presentation made at the University HR Committee by Ryan Nesbit, Chris Miller, and Marisa Pagnattaro about the Critical Hire Process. They explained that this process is a way to cut costs, but it is not a hiring freeze. The criteria for approval include student success, accreditation, and compliance, so tying a position to these ideas will have a positive effect. It has largely been a successful process to date and may take as little as a week of business days from submission to UGA to the return of decision from the Board of Regents. The successful submissions are likely tied to truly critical positions, whereas many non-critical positions are perhaps not being submitted at all. Stuart notes that this is not a permanent process, but it may be around for several years.

Approval to Changes of the Bylaws

It was determined by Debi Chandler, Parliamentarian, that we could vote on all of the proposed bylaw revision as a whole. Stuart Ivy made a motion to remove item 4 from the revisions as proposed because the University Council has not made a decision on the voting membership changes at that level, a topic which is still under discussion (see entire proposal copied below). The council approved the motion to remove item 4. After reviewing the remaining proposed changes, the Council voted to approve them unanimously.

Bylaws of the University of Georgia Staff Council
Recommended Changes
1/21/20

1. Section 4.1 Officers and Duties
   Change Chair to President in entire document
   Change Vice-chair to Vice-President in entire document

2. Section 4.1.2 Vice – Chair
   Add “to additional terms” to end of sentence

3. Section 4.2 Standing Committees
   Change “full” to “voting”

4. Section 4.3.3.4
   Add “The Senior Member of the UC HR Committee is a voting member. The other two members are non-voting.” (Not Included in Revision as Approved 3/4/2020)
5. Section 4.4.4.2
   Eliminate Rec Sports Advisory Council

6. Section 4.4.4.3
   Eliminate Columns Forum Committee

7. Section 4.4.4.4
   Change numbers accordingly
   Add new section: Biosafety Community Liaison Committee
   Change “member of Executive Committee to member of the Staff Council”

8. Section 5.1.2
   Change “The Executive Committee will meet regularly throughout the year” to
   “Regular meetings of the Executive Committee will be held monthly on the last
   Tuesday of the month. There will be no meeting in December due to holiday.
   The December Executive Committee meeting will be held the first week of
   January.”

9. Section 5.2
   Eliminate “however, areas should provide a list of candidates and election results
   to the Coordinator so that Staff Council may verify that elections have taken
   place.”

Football Ticket Pool

Marie noted the email announcing the opening of the pool for faculty and staff to enter into a
lottery for football tickets (see copy of the entire email text below for reference). This gives
those who had become ineligible due to non-participation in the lottery for one or more years
another opportunity at a chance for a limited number of tickets; however, failure to participate
in a year going forward will also preclude a staff or faculty member from entering the lottery
again. Kevin James noted that the allocation for visiting tickets had been reduced so that there
will be more for staff. Marie said that Athletics may also propose a time limit for how long
retirees may hold tickets. This is a combined faculty and staff pool for tickets, and there is no
indication that one group has a preference over the other. The understanding is that if you are
successful in getting tickets, then you can purchase those tickets year after year unless you opt
out. Those who are unsuccessful can enter the lottery again, but it is unclear if priority changes
for those who have been trying for more years (Marie will ask Dean Shipley for details). A check
does not have to be written to enter the lottery.

UGA Football season ticket open enrollment for current, full-time UGA Faculty and Staff hired
prior to December 31, 2018 is now live. Applications must be completed in full in order to be
considered for the open enrollment lottery. Applications are available by visiting
www.georgiadogs.com/tickets, activating the account using a UGA issued faculty/staff ID
number and numbers 1111 for the PIN, then selecting the FS Football Open Enrollment Request
application linked in the 'Season Renewal' tab under 'My Account'. The firm deadline for requesting tickets via open enrollment will be Tuesday, March 31, 2020.

The UGA Athletic Association anticipates a very limited number of seats being available for open enrollment applicants. Applying during open enrollment does not guarantee selection for being awarded season tickets. A large number of applicants are expected, thus the likelihood of obtaining tickets in this manner will be low. Winning applicants within the open enrollment pool will be selected via random lottery. Recipients who are selected will be contacted during the month of April in order to provide payment information.

UGA Faculty and Staff who are not selected during 2020 Season Ticket Open Enrollment may request in future years, and must continue to request each year in order to receive the opportunity to access tickets via the open enrollment pool. Failure to request season tickets in a given season will result in that faculty/staff member being removed from the eligibility list from that year forward.

Additional information is available in the 2020 Faculty/Staff Football brochure at www.georgiadogs.com/sports/2017/6/16/tickets-geo-faculty-tix-html.aspx. You may also call the UGA Ticket Office with any additional questions at (706)542-1231, menu option 2.

Thank you,

UGA Ticket Office

Other Items:

Biographical Information for Website

Please submit a bio to Charlie Bauder for the website and, if desired, include a headshot.

Car Wash

Those using a university vehicle have to hand-wash or go to an offsite carwash to clean this vehicle if desired. Debi Chandler shared that Tamala Foreman proposed that an automatic carwash be part of a new bus washing station for the hybrid buses; this is now part of the new plan.

Library Fees

Library fees, including overdue fines, are going to be removed per a proposal going to the Provost. This may encourage those with overdue books to return them. Marie notes that other libraries have had success with this type of program, increasing the rate of return of overdue items and increasing the use of libraries overall.
Thank You Letter

Council members should send their supervisors’ names and their campus addresses to Jennifer Leyting so that President Morehead can send a thank you letter to acknowledges members’ service on Staff Council and to reinforce why it is important for supervisors to allow staff to participate as representatives.

Meeting adjourned at 3:40 p.m.