

**\*\*Please Copy and Distribute  
to ALL Staff Personnel**

**Staff Council Minutes  
February 15, 2006, 10:00 a.m. B120**

**Present:** Bill Ketchum, Ann Lay, Donna McPherson, Sharon Hodge, David Stone, Brandon McLain, Iris Singleton, Dawn Ramsey, Ted Bulick

**Absent:** Mary Phillips, Isaac Mitchell, Letitia DeNard

**I. Minutes Approved**

Bill Ketchum called the meeting to order. The approval of minutes from previous meetings was tabled.

**II. Budget Update**

Ann Lay gave a brief update on the status of the Staff Council Budget. There has been no activity since the last report in January. The account balance is still \$2,712.61.

**III. Old Business**

**Physical Activity Program**

SC approved a program proposal that has been sent to President Rossbacher for approval to implement an exercise program for SPSU staff. SC will advise you of the decision. Stay tuned.

**University System of Georgia Staff Conference Chair, 2007**

Alberta Cook will chair the 2007 USG Staff Conference, which will be held on the SPSU campus in October of that year. Preparation Committee Volunteers are needed! If you are interested in serving on the conference preparation committee, please contact Alberta in the ECET Department at X7247 or [acook@spsu.edu](mailto:acook@spsu.edu). YOU can help us make the 2007 conference a success!

**IV. New Business**

**Strategic Planning Task Force**

There are two Staff Council Members (Bill Ketchum and David Stone) on the Strategic Planning Task Force (SPTF). This task force will meet at least one or two times per month through March 16, 2006. For additional information regarding the SPTF, you may view the website <http://www.spsu.edu/irpa/planning.htm> or contact either Bill or David.

**Outstanding Staff Award Nominations**

It is time once again to nominate an outstanding staff employee. The OSA materials will be forthcoming either via email or interdepartmental mail. All nominations must be deposited in the Staff Council ballot box no later than Friday, March 17, 2006. The ballot box is located in the Norton Dorm (V) Building near the University Police service counter. This area is accessible 24/7. The ballot box is locked and will remain so until the nomination deadline has passed. The box will then be opened by the OSA Selections Committee. Individuals selected for the award will be announced at the Employee Service Awards Ceremony on Monday, April 17. The OSA Selections Committee members are as follows: Ann Lay, Ted Bulick, David Ballentine, Brandon McClain, and Bill Ketchum. OSA recipient names must be submitted to Quint Hill in Human Resources by Friday, March 31. Your participation in nominating an outstanding staff is appreciated!

**University System of Georgia Staff Council Meeting Report**

Ann Lay and Donna McPherson represented SPSU at the USG Staff Council meeting at Macon State College on January 20, 2006. They gave a brief overview of that meeting. The major topics of discussion were the Shared Leave Policy and Peachkids. If you would like a detailed list of all the topics covered, you may contact either Ann Lay or Donna McPherson.

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**Staff Council Ballot Box**

The SC ballot box is located in the Norton Dorm (V) Building near the University Police service counter. This are is accessible 24/7. The box remains locked at all times and is currently in use for the OSA nominations. When this box is not in use by SC, it may be used by any organization on campus simply by contacting the SC Chair.

**V. Other New Business**

**Pedestrian Crosswalk Signs**

A suggestion was brought before the SC inquiring as to whether or not signs could be posted on campus at all crosswalks indicating it is a state law to stop for pedestrians at crosswalks. Bill will submit a request the John Mills, Facilities Director, and Gary Chasteen, University Police Chief. SC will keep you abreast of the situation.

**University System of Georgia Staff Council Meeting in Macon**

The USGSC meeting will be held June 23 at Macon State College. The benefits Analyst from the Board of Regents is scheduled to attend this meeting. SPSU SC will be sending representatives to this meeting.

**Agenda Items**

If you have any ideas for agenda items for the next Staff Council meeting, please forward these to Bill Ketchum, 2005/2006 Staff Council Chair, at least one week before the next meeting.

**VI. Next Meeting**

The next Staff Council meeting is scheduled for 10:00 a.m. March 29, 2006 in the Business Administration Building, B120. All staff personnel are welcomed and encouraged to attend!

**2005/2006 STAFF COUNCIL MEMBERS**

I Executive/Managerial	VI Clerical		
IV Other Professional	VII Skilled Craft		
V Technical/ParaProfessional	VIII Service/Maintenance		
Bill Ketchum – President’s Office, Internal Auditor	x7479	wketchum	Group IV
Ann Lay – Dean’s Office, Engineering, TECH, & MGMNT	x7234	alay	Group VI
Donna McPherson – HTC	x7202	dmcphers	Group VI
Sharon Hodge – Dean’s Office, ARCH, CET, & CONST	x5481	shodge	Group VI
Ted Bulick – Facilities Maintenance	x7256	ebulick	Group VII
Letitia DeNard – ATTIC	x7938	ldenard	Group IV
Brandon McLain – Recreational Sports, Athletics	x6811	bmclain	Group IV
Isaac Mitchell – Facilities Services	x7256		Group VIII
Iris Singleton – Information Technology	x7333	iris	Group V
David Stone – Information Technology	x3700	dstone	Group I
Mary Phillips – President’s Office, Advisor	x7230	mphilip	Advisor
Dawn Ramsey – Extended University, Advisor	x4287	dramsey	Advisor