

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

**Staff Council Minutes  
August 3, 2005, 10:00 a.m. B120**

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

**Absent:** Letitia DeNard, Mary Phillips, Dawn Ramsey, Isaac Mitchell, Ted Bulick

**I. Minutes Approved**

Bill Ketchum called the meeting to order and the minutes from the 7/6/05 meeting were approved.

**II. Budget Update**

Ann Lay gave a brief update on the status of the Staff Council Budget. There is still \$3,106.14 in the SC budget, pending payment of the registration fees for Sharon and Donna to attend the USGSC Conference.

**III. Old Business**

**Relocation of Election Committee Ballot Box**

At the June 30 meeting, a suggestion was made to move the SC Election Committee Ballot box from the Student Center to the University Police Office. This move has been approved by Police Chief, Gary Chasteen, and is effective for the next SC election year, as well as the election years to follow.

**Appointment of Individuals to Attend USG Statewide Staff Conference**

Sharon Hodge and Donna McPherson were appointed to attend the annual USG Staff Conference to represent SPSU at the meeting. This year's conference will be hosted by UGA October 13-14. If you would like additional information regarding this conference, please contact your SPSU Staff Council Representative.

**Physical Activity Program Subcommittee Report**

At the June SC meeting, Sean Thomas, Assistant Director for Student Activities, submitted a proposal to Staff Council about the possibility of starting an exercise program here at SPSU that can be done during an employees lunch hour. After some investigation, it was found that Kennesaw State currently has a program like this already in place. The subcommittee will compose a survey that will be sent to both Faculty and Staff to find out whether or not there is enough interest on campus to pursue such a program. This proposal will be reviewed at the next SC meeting before being distributed. SC will keep you advised as further developments occur.

**IV. New Business**

**By-Laws Subcommittee**

The By-Laws Subcommittee submitted its proposed changes to SC. The proposed changes were approved by SC and will be distributed to all staff personnel for review. Once SC has heard from each constituent, action will be taken on the proposed changes at the next SC meeting in September. The committee members are as follows: Ann Lay, Sharon Hodge, Bill Ketchum, David Stone, and Donna McPherson, Subcommittee Chair.

**V. Other New Business**

**Fall Kick Off**

The Fall Kick Off activities will begin August 16. Bill Ketchum has been asked to speak briefly about Staff Council and its accomplishments, as well as its goals for the upcoming year. On August 17, a free lunch will be provided for all faculty/staff, courtesy of ABL Food Management. We hope to see everyone there! ☺

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**Lee Denim Day**

SPSU will again be participating in Lee Denim Day which will be October 7. In case you are not familiar with this event, this is to support the Susan G. Komen Breast Cancer Foundation. To participate, a donation is made to the Breast Cancer Foundation. In return, the donor is given a pink ribbon pin and is allowed to wear jeans to work Lee Denim Day. Additional information regarding this event is forthcoming.

**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.

**VII. Next Meeting**

The next Staff Council meeting is scheduled for 10:00 a.m. September 21, 2005 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	mphillip	Advisor
Dawn Ramsey – Extended University, Advisor	x4287	dramsey	Advisor