

## **Staff Council Meeting**

### **Minutes 4/17/2024**

Voting Members Attended: Brandon Kight, Treva Johnson, Amber Hodges, Sheila Jacobs, Charlene Blankenship, Connie Presas, Wendy Sikora, Cynthia Reese, Diana Cochran, Greg Avra  
Present by Proxy: Jada Armstrong and Casey Fountain  
Additional Staff Attended: Alex Smith and Tayla Brown

- I. **Call to Order:** 10:02 AM
- II. **Approval of Minutes:** Diana Cochran made a motion to approve the minutes from 2/21. Cynthia Reese seconded the motion and all in favor.
- III. **Updates from the Chair**
  - i. New Member
    - Greg Avra from the Statesboro campus has accepted a seat on the Staff Council.
- IV. **Treasurer Report – Brandon Kight**
  - i. Agency Account-\$0
  - ii. Foundation Account-\$3,878.23
  - iii. Donations Received: None
- V. **Special Events Committee – Brandon Kight**
  - i. Vidalia Onion Festival: April 25-28, 2024
    - a. Student recruiting opportunity. Jennifer Fields may send out an email with more information.
- VI. **Spirit Committee – Brandon Kight**
  - i. Secret Pal: May 3, 2024 @ 10:30 AM
    - a. Meeting in the seating area by the pickup window in the JAM Center. Light refreshments will be provided.
- VII. **Sunshine Club – Connie Presas**
- VIII. **Committee of Elections – Amber Hodges**
  - i. Elections will be held at the June Staff Council Meeting. Nominations can be sent to the group and all seats, including vacancies, are available.
- IX. **Department News/Upcoming Events – Brandon Kight**
  - i. USG Staff Council  
Next meeting: April 24, 2024 at 10 AM.
    - a. Virtual & face-to-face
    - b. If any employee experiences problems with Delta Dental, please contact Brandon Kight or Diana Cochran.
- X. **New Business**
  - i. Faculty Concerns

- a. Private numbers should never, under any circumstances, be given to students. Please refer them to office numbers. Connie can contact part-time instructors on their behalf.
  - Cynthia Reese will locate the EGSC policy that discusses proper use of faculty and staff personal contact information. Diana Cochran will discuss with Dr. Whelan the possibility of sending out an email with this policy attached, as a reminder, to all EGSC employees.
  - b. To avoid misdirected calls, everyone should take time to fully assess callers' needs before transferring the call to a third party.
  - Discussion followed concerning the use of posted FAQs in departments to help direct calls in the future.
  - c. Fully assess the complaints and ask follow-up questions before redirecting them to the appropriate supervisor.
- ii. Wellness Ideas
    - a. Any ideas can be sent to Brandon Kight
    - b. Cynthia Reese suggested making some meetings a “walking meeting” when appropriate.

**XI. Announcements**

- i. May 3, 2024 – Commencement Ceremony
- ii. May 3, 2024 – Secret Pal Reveal @ 10:30 AM
- iii. June 19, 2024 – Juneteenth Holiday

**IV. Adjournment**

Cynthia Reese made a motion to end the meeting at 11:01 AM. Treva Johnson seconded and all in favor.