



# UNIVERSITY OF GEORGIA

## *Staff Council*

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*Making a great place to work even better!*

**February 1, 2017**

**Miller Learning Center 267**

**2:30PM**

The meeting was called to order at 2:30 pm by Staff Council Chair, Michael Lewis.

### **Roll Call**

*Members in attendance:* Chris Allinger, Jason Bedgood, Teri Berryman (via sub Steve Gibson), Kaelin Broaddus, Debi Chandler, Kelly Cona, Shauna Corsaro, Anjali Dougherty, Melinda Eades, Kat Farlowe, Elmer Gray, Savannah Hembree, Stefani Hilley, Pattie Holly, Melissa Jackson, Kevin James, Michael Kanning (via sub Jordan Stepp), Brenda Keen, Kristin Lawrence, Michael Lewis, Marie Mize, Mary Moore, Maureen O'Brien, Laquita Phillips, Laura Rhicard, Carly Surratt (via sub Wendy Holland), Jason Tiller, Kristi Wall (via sub Kerri Testament)

*Members absent:* Christine Ahern, Devin Arnold, Theresa Cash, Victoria Cooper, Michele Griffin, Stuart Ivy, Jenna Jones, Laura Kelley, Nichole Lunceford, Michelle Parkos, Kyla Sterling, Evelyn Wilhite, Shialoh Wilson

A quorum was present.

### **Minutes**

The January 2017 minutes were approved unanimously.

### **Committee Reports**

There were no reports.

### **University Council Reports**

Michael shared that at today's UC meeting there would be a vote to shorten the academic year. He asked Staff Council how he should vote and several voices encouraged him to vote in favor. Michael said the compelling reason is that all other institutions in the University of Georgia System have 15-week semesters including finals. UGA has 15 weeks plus a week for finals. The extra week causes students to miss out on internships and study abroad opportunities.

Kristen Lawrence shared that she believes it comes down to how people interpret the 15 weeks. Michael confirmed that students are required to be in class for 15 weeks, and there may be changes to how final exams are administered.

Kevin James shared that as an academic advisor, he doesn't care how long the semester is as long as it doesn't start so early. UGA's early start also affects summer internships.

Michael said the difficulty with changing the semester length lies with asking the state legislature to increase salaries in order to attract and retain the finest faculty. Now they'll get an extra week off, too. Michael thinks the transition should happen over the span of a few years, and not all at once.

### **Chair's Report**

Michael reminded us of the discussion during the January meeting about supervisory training. Laura Rhicard contacted him because the Training and Development website indicated that only current supervisors could attend the training, which contradicts what Allie Cox and Becky Lane told us at our January meeting. Michael reported that he contacted Becky Lane, and the website language was changed that day.

Michael also shared that he and Brenda Keen contacted Kiz Adams in the office of Work/Life Balance concerning flextime. Kiz is working on instructions and policies concerning how flextime should be implemented. She sent Michael a document that he needs to review. The document includes examples of how other institutions handle flextime.

### **Old Business**

Michael asked if anyone knew the 3 goals for the next year according to President Morehead's State of the University speech. He asked guest Paul Klute to name one goal. Paul said improving undergraduate education. Michael said that it's already great, how could we make it better? Kelly Cona said experiential learning. Michael asked for one more way and Kerri Testement added need-based scholarships.

Michael was delighted that folks knew that information. He added that his point was the communication issues at UGA. Policies and information are hard to find. He wants to present President Morehead with data that shows how information is not getting through the proper channels and causing problems for staff. He introduced a survey created by Savannah Hembree that will be sent out over the staff listserv after Staff Council reps approve it. It asks staff to give examples of good and bad communication at UGA and lists such topics as FLSA, Employee Benefits, and Other.

Kelly Cona pointed out that the first two topics were specifically about UGA HR. Michael agreed and said that those topics were the most recent issues, and he thought they would be in peoples' minds, allowing them to answer with clarity.

Melinda Eades said that she recently spoke to someone from the Office of Safety and Compliance and they said they are having issues getting information out to people who work in labs. The information is on the website, but not everyone is reading it. She added that communication issues at UGA are not limited to HR. Michael agreed.

Kelly said she recently learned from Training & Development that they are only allowed to send one ArchNews email per topic, so if an employee doesn't read a T&D email they miss out on the ability to register for a T&D class. She wondered what other invisible barriers exist at UGA that we don't know about. Brenda added that T&D could send out emails via the UGA Staff Listserv, but they don't.

Savannah added that ArchNews limits how often a department can send an email so that employees won't get inundated with repetitive emails and start to ignore them. It's a difficult balance. Kelly agreed and noted that the problem is compounded by all the emails that come from UGA listserv groups. It's easy to get overwhelmed. She said the one she always pays attention to is ArchNews. Kelly noted that being on the right listserv is important.

Michael added that communication shouldn't be a one-way street, that employees have a responsibility to seek information, too. He shared that there seems to be a systemic problem that he'd like to find the root of and address. He speculated that it might be the human condition, which he can't fix. Or maybe there's a simple solution, like sending out 2 ArchNews emails. Elmer Gray added that two ArchNews emails would not be overwhelming.

Michael brought the conversation back to the survey and pointed out that there were boxes in which one could write to their heart's content. He would really like detailed examples.

Kevin added that during football season Parking Services sends out two or three weekly emails. It's annoying, but in the end, everyone knows what's going on.

Steve Gibson shared that he is on the OneSource Change Management Team and he's been asked to identify the UGA grapevine or informal communication channels, so he would like the results of the Communication survey to be shared with him. Michael said that he thinks the OneSource group has done a great job of communicating. Savannah said that she was glad that OneSource created their own listserv. Brenda agreed.

Debi Chandler asked Michael how long the survey would be open. Michael said that was up to Savannah, who replied that she would send it first to all Staff Council reps for approval, then send it out to staff via the staff listserv. She'll check for feedback every few days. Savannah said she likes to keep surveys open at least two weeks.

Kelly reminded us about the Campus Climate survey and said there was a staff work group trying to follow up on some of things the survey exposed, communication being one of them. She said that communication at UGA is definitely on everyone's radar.

Kerri Testament shared that the staff listserv does not get to all staff members. Savannah said she doubts that she could send it via ArchNews. She hopes that SC reps will forward it to other departments.

## **New Business**

Michael asked for a volunteer to help Debi Chandler and Kelly Cona on the Nominating Committee. Kristen Lawrence volunteered.

## **Guest Speaker**

Michael introduced Paul Klute, Director of the Office of Institutional Research (OIR). Paul shared that the OIR is the official source for institutional data that gets shared internally and externally. OIR submits all the official reporting to the state of Georgia and the federal government. OIR is currently undergoing a website revitalization and data visualization project. They produce a *Fact Book* each year which is a public document, and they also manage FACTS, which is a password-protected online tool that only UGA employees can access.

With the website revitalization, OIR is making data easier to find on its website via improved location and also through dynamic searching.

The *Fact Books* going back to 1969 are available on the OIR website. Going forward, fewer *Fact Books* will be printed, and more content will be available online. Also, OIR will be visualizing data from both the *Fact Book* and FACTS. The visualizing of data means that once static information, like PDFs or tables, will now be in an interactive format that the user can manipulate. Paul used Fall 2016 total enrollment for the entire institution as a demonstration of how a user could manipulate the data by, say, isolating the data by colleges.

He also demonstrated a heat map of the state of Georgia that showed the number of UGA students from each county. He also showed how a user could isolate information about students from the School of Agriculture, such as what counties they come from, and details like age, gender, and ethnicity.

Paul then demonstrated a dynamic campus map that showed where students should cluster on any given day and time when classes are in session. He stressed that this map shows where students *should be*, but not where they actually *are*. Paul shared that this sort of information is important to departments like Parking Services, Facilities, Food Services, and UGA Police.

The OIR website will switch over to the revitalized version in the next few weeks, but the development of the data visualization is ongoing. It's not ready for the website quite yet.

Paul opened the floor for questions. Kelly Cona asked what sort of data is collected about faculty and staff. Paul replied that the data online is the same as in the *Fact Book*. Most data collected by OIR is about students and admissions.

Kat Farlowe said that she was impressed. Paul thanked her.

Michael asked if there was data on students who are financially strained. Paul said that right now they don't have that data, but if numbers exist in a database OIR could provide it. He asked Mary Moore if she knew of any such data and she replied that OIR has done some ad hoc reporting with help from the Financial Aid office. Michael said that trustees are shocked to learn that there are about 800-1800 students who are homeless or unable to pay for food.

Michael also asked how UGA employees can access Facts. Paul said employees must have a UGA MyID. Historically, access has been limited to fulltime faculty and staff, but OIR is reconsidering that. He added that there are actually three tiers of information access: public, general UGA population, and college or department specific. For example, OIR could pull together data that would only be accessed by Staff Council.

Kaelin Broaddus asked if OIR had guidelines for citing OIR data that is used in a document or report. Paul said that OIR does not have internal guidelines, but that Marketing and Communications might. Mary added that the *Fact Book* is copyrighted, so it would need to be cited. Paul added that password protected content should not be used in documents or reports.

Michael asked what keeps password protected data from being published? Paul replied goodwill, and his being a good steward of data. OIR protects the data by limiting access to the actual data behind the PDFs available on the website. He added that employees can subscribe to get emails concerning certain areas of data every day, or week, or when the data changes. But, when data is imbedded in the website, the ability to download or subscribe disappears, providing one barrier.

Kevin asked about the process for getting the underlying numbers. Do they come from Banner, and does OIR do further checks to make sure the numbers reflect reality? Paul said that he'd need to give a talk about transactional systems versus analytical systems, but didn't have time for that, but confirmed that at its core, the OIR data is Banner data. Kevin then asked if OIR had a process for cleaning up or checking the data. Paul said that FACTS data does get through an extra vetting process. If OIR finds something during the data cleanup process, they try to give it back to the Banner team to address. OIR wants the source system to be corrected.

### **New Business**

Marie Mize asked if anyone had anything else to share.

Kat Farlowe shared that she is directing *The Vagina Monologues* at the UGA Chapel the week of February 13, 2017. The proceeds will benefit Project Safe. The spotlight will be violence against women in the workplace and Kat encouraged Staff Council women to contact her at the School of Social Work if they had anything to share anonymously. Marie asked if Kat would send an informational email to Staff Council reps, and Kaat replied that she would email a poster. Kat said it would also be featured in *Columns*.

Kerri shared that the OneSource team is holding a town hall meeting for all of campus at 10:00 a.m. in the Georgia Center on Thursday, February 2<sup>nd</sup>. There will also be a live Collaborate session.

Savannah Hembree shared that there will be a UGA Alert test held on Wednesday, February 8 at 9 a.m.

Melinda Eades shared that the Communications Committee is still gathering rep profiles and photos for the Staff Council webpage and encouraged everyone to get those to her.

Brenda Keen asked if the results of the communication survey would be used to back up the letter that was drafted in December, and if someone had already submitted examples of good and bad communication at UGA, should they resubmit it via the survey? Marie encouraged resending them through the survey so all examples would be in the same place.

### **Adjournment**

The meeting adjourned at 3:22 pm by Marie Mize.

The next Staff Council Executive Committee meeting is 3:30 pm Tuesday February 21, 2017 at the Conner Hall, room 107.

The next Staff Council meeting is 2:30 pm Wednesday, March 1, 2017 in MLC room 267.



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## *Staff Council*

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**March 1, 2017**

**Miller Learning Center 267**

**2:30PM**

The meeting was called to order at 2:30 pm by Staff Council Chair, Michael Lewis.

### **Roll Call**

*Members in attendance:* Chris Allinger, Devin Arnold, Jason Bedgood (via sub Desa Mooris), Teri Berryman (via sub Steve Gibson), Kaelin Broaddus, Theresa Cash, Debi Chandler, Kelly Cona, Shauna Corsaro (via sub Jackie Byrd), Anjali Dougherty, Melinda Eades, Kat Farlowe, Carlo Finlay (via sub Donna Leblond), Savannah Hembree, Stefani Hilley, Pattie Holly, Melissa Jackson, Kevin James, Michael Kanning, Laura Kelley, Brenda Keen, Kristin Lawrence, Michael Lewis, Nichole Lunceford, Marie Mize, Mary Moore, Maureen O'Brien, Michelle Parkos (via sub Daniel Crittenden), Laquita Phillips, Laura Rhicard, Kyla Sterling, Carly Surratt, Jason Tiller, Kristi Wall (via sub Kerri Testament), Shialoh Wilson

*Members absent:* Christine Ahern, Victoria Cooper, Elmer Gray, Michele Griffin, Stuart Ivy, Jenna Jones, Evelyn Wilhite,

A quorum was present.

### **Minutes**

The February 2017 minutes were approved unanimously.

### **Guest Speaker**

In his introduction of UGA President Jere Morehead, Michael said that "this guy lives and breathes UGA more than anyone I've ever seen." He added that the President lives in UGA building 2251. President Morehead remarked, "I've never heard it put that way." Hilarity ensued.

President Morehead thanked Michael for the introduction and said he would keep his remarks to a minimum so that he could answer questions. He began by thanking Staff Council representatives for their service to UGA and acknowledged that in addition to our responsibilities to Staff Council we all have full time jobs.

President Morehead began by listing his three main goals for the coming year: 1) increasing scholarship support for students, 2) enhancing our learning environment, and 3) solving the grand challenges of our time. He then elaborated on his first goal.

UGA is now in the midst of a very concentrated campaign. President Morehead will travel to Atlanta on March 2<sup>nd</sup> to see individuals to discuss the Georgia Commitment Scholarship Program, an effort on the part of UGA to leverage the support received from the Robert W. Woodruff Foundation for need-based scholarships. The purpose of the campaign is to recruit as many individuals as possible to endow a need-based scholarship for students that have met all of UGA's admission requirements but have also demonstrated a financial need. The goal over the next few years is to get 400-600 endowed scholarships. In the 3 weeks since announcing the campaign, over 50 scholarships have been endowed. President Morehead hopes that this campaign will continue build on itself.

He briefly mentioned that the Governor has recommended a 2% merit raise for state employees. This recommendation is still being considered by the State Assembly. President Morehead remains hopeful that this will come to pass at UGA. Once it is approved by the State Assembly it must be funded by the State, and then approved by the Board of Regents. His goal is to do as much as possible to see that UGA employees get this merit raise, and he'll also address this issue in Atlanta on March 2<sup>nd</sup>.

President Morehead shared his enthusiasm for the recently announced Womens Staff Leadership Initiative at UGA. He hopes this initiative is one more positive step toward improving recruitment and hiring, career development, work/life balance, and developing future staff leaders at UGA.

He announced that the third Staff Appreciation Day has been scheduled for May 11<sup>th</sup> at the Intramural Fields from 10 a.m. to 2 p.m. He encouraged council members to share comments and suggestions to Arthur Tripp. President Morehead then opened the floor for questions.

Laura Kelley thanked President Morehead for coming to speak to Staff Council. She shared that a concern she's had since 2005 is the difficulty staff have in getting promotions or raises outside of the merit raises, which were most welcome, but don't compensate for inflation or the increasing costs of benefits. Staff in search of raises or promotions often have to find jobs outside of their unit or college, and this movement is perceived negatively as "bouncing around". She asked President Morehead if he would address this issue along with merit raises and staff development. President Morehead replied that this is an issue that he and Juan Jarrett have talked about a lot. He recognizes why staff are frustrated with the lack of promotions and raises, and he has his own frustration with it because units are losing good people because they have no way of rewarding them. He added that deans, directors, and vice presidents have also voiced their frustration over this trend. President Morehead believes it's a vicious cycle that needs to be solved. He invited Juan Jarrett to also address the issue.

Juan shared that one of his goals is to establish salary principles that define how UGA would address salary, classification, and compensation. Would salaries be valued based on market? On pure competitors? on in house examination? Should it factor in longevity? Juan believes the current salary program at UGA is fading and he hopes to present a new plan that will help UGA move forward in these steps: 1) articulate salary principles, 2) rebuild a classification structure, and 3) marry the structure to a salary administration program. His timeline is get these steps completed by early Spring so he can see how it will impact the budget process. Juan volunteered to address Staff Council next month or in the coming months with more details about this topic.

President Morehead thanked Juan for sharing that, and added that one of the reasons UGA needs to move on this is because the next step will be funding the program, and to create equity between departments. Juan added that his program will address disparate salaries across campus.

Brenda Keen asked if the plan would address issues of salary compression, which have been a problem for a few decades. Juan said that HR promises to restart their evaluation of reclassifications and salary actions in earnest this month. A letter will be going out to UGA employees shortly explaining how salary compression caused recently by FLSA will be addressed.

Michael Lewis asked President Morehead if Staff Council should make a formal statement against the Campus Carry Bill. President Morehead shared that he recently forwarded the Chancellor's remarks in an email last week, and got a few people upset with him for politicizing ArchNews. However, he feels strongly about this issue. He believes that the position of the university is widely known in Atlanta. Michael asked if he should contact Griffin Doyle, VP for Government Relations, and President Morehead said he thought that Griffin Doyle would be a good person to contact, but reiterated that the position of the university is clearly known, so Staff Council may not need to make a statement.

Steve Gibson asked President Morehead what challenges face UGA. President Morehead replied that "we walk a delicate balance." UGA must make it clear why public higher education is important, has value, and should be supported. UGA must recognize that in the current complicated political environment, it's important that all legislators understand the importance of having a strong and vibrant flagship institution in the state of Georgia. He feels that UGA has been doing a pretty good job of that in recent years. UGA is one of the few public institutions that has seen a relatively large increase in public funding support. UGA receives about 30% of its funding from the State of Georgia. UGA has a \$5.25 billion impact on the state of Georgia (\$1.5 billion impact on Athens and surrounding communities).

Mary Moore asked if there are any major issues on a national scale that are facing higher education. President Morehead replied that there are a lot of them that concern him, but the one that he finds most challenging is the issue of college affordability. It impacts tuition revenue, which impacts funding of initiatives that improve UGA. That's why the Commit to Georgia Scholarship program is so important to him. One story he keeps repeating right now is that for the first time UGA is in Kiplinger's top ten ranking of best values in public higher education, which weighs the value of the degree against the cost of the degree. President Morehead then added that he wonders when the next recession will come and are we guarded to withstand it better than the last one?

Kevin James said that those who work closely with the Registrar's office are eager to see a new Registrar named (though perhaps not as eager as the Interim Registrar). He asked President Morehead if there was any news he could share about that. President Morehead said he wished he could, but he had no answer.

Donna Leblond asked if parking rates would be raised any time soon. President Morehead said that was one thing that would be hard to convince him to approve. He knows a parking rate hike would make him very unpopular quickly.

Maureen O'Brien said that staff were told years ago that when UGA created enough housing on campus to accommodate freshmen that freshmen would not have cars on campus. President Morehead said he didn't know who would say that because he was on the task force for general education in 2005 and they were told to take that out of the recommendation, because students would park cars in surrounding residential neighborhoods. He added that the same thing has happened at the Health Sciences Campus with student parking on the streets of the nearby



neighborhood. He has a taskforce looking at these sorts of issues, though, and they'll make a recommendation in December.

Laura Rhicard brought up the issues of work/life balance, flextime and telecommuting on behalf of someone from her unit. Not all departments across campus support these options. She asked President Morehead if he would support staff across the university by endorsing a university-wide flextime policy. Juan Jarrett offered that UGA has a flextime policy that the President supports. Juan encouraged employees to invite Kiz Adams from the Office of Work/Life Balance, or himself to visit with their supervisor to review the policy. He added that flextime and telecommuting don't work for every position. There's a business necessity that must be addressed. There's a principle called ROW (Results Oriented Work) that positions are measured against. Juan encouraged employees to contact Kiz, himself, or employee relations for further help.

President Morehead added that the one advantage to flextime is improved traffic patterns.

Kelly Cona asked if experiential learning applied to students off campus or if on campus experiences were included. President Morehead said each major determined how the experiential learning component would be met. Some departments have allowed community service projects and internships to be included.

Michael brought up the topic of communication, and specifically that Staff Council is trying to improve communication at UGA because of the problems with the FLSA rollout. He asked President Morehead if 1) other units were working on the same issue, and if we could work together, and 2) how can we improve communication from the top down? President Morehead said that he believes HR is where that communication needs to flow from. Some communication flows from the Provost to the deans, but HR should be getting information out to the staff and across campus. He added that one of the problems at UGA is that people don't read email, so how do we make sure messages aren't filtered out? How do we motivate employees to read emails?

Savannah Hembree asked if with the new OneSource System there would be a way to target communication by job title. Maybe employees could be automatically added to appropriate listservs based on job title? President Morehead responded that he and Juan will talk about this communication issue. One thing he doesn't want to do is to stick everything on ArchNews because people will just get annoyed with all the emails. There needs to be a way to target information to the right people. Savannah suggested cross targeting, since some employees wear multiple hats. President Morehead thought that was a good point.

Michael added that it seems nearly impossible to get an ArchNews email out. President Morehead said that's because they found that people aren't reading ArchNews anymore. Michael said that issues with Open Enrollment were supposed to go out through ArchNews this past fall and didn't.

Laura Kelley asked about improvements to tuition assistance citing that UGA employees who are also in grad school are now paying almost half of their own tuition. Sometimes classes are not covered so employees have to pay all of their own tuition or transfer to another USG institution. President Morehead clarified that the Board of Regents controls tuition assistance and has no plans to improve or expand the program. He was surprised that students would have to enroll in other USG institutions, and wants to hear more about that. He asked Laura to get information to Juan Jarrett.

President Morehead closed with thanks for the opportunity to talk to Staff Council and thanks for the work we do.

Marie asked if she could ask a quick question of Juan. She requested an opportunity to meet with him to discuss TAP. There are a lot of things going on at the state level and she can give him lots of examples and information. Juan said that executive level programs are not currently covered under the TAP. Laura confirmed that they had been, but now they're not. There has been some discussion and debate at the USG HR office on a number of TAP-related items: requests for spouses and dependents to be included, requests for TAP to cover any USG course including graduate courses. He said he would love to hear more.

### **New Business**

Kelly Cona announced that the nominating committee is soliciting nominations for the following officers: Vice Chair, Treasurer, Secretary, and Coordinator. Elections will be held in April. She will send an email to the Staff Council listserv with descriptions of the positions. In June the 3 member-at-large positions will be elected, and in July the open University Council committee seats will be elected.

Kristi said that some University Council committee seats do not need to be filled by Staff Council reps and she asked if Kelly would clarify that in her email. Mary confirmed that a University Council committee members does not have to be a member of Staff Council, but clarified that University Council committee members are non-representative members of Staff Council. Kelly asked if those folks would have voting rights and Michael confirmed that they would.

Kelly announced that anyone interested in one of the officer positions could self-nominate, and could send an email to her with a bio. She said they will also take nominations from the floor the day of the elections.

Kyla Sterling asked if Staff Council officers needed to be unit representatives. Kelly said she would seek clarification from the Bylaws and include that in her email. Marie added that only the Vice Chair needed to be a rep to be elected.

Kelly then asked how best to communicate these elections to the greater UGA staff. Michael said it couldn't go out in an ArchNews. Brenda offered the Staff Listserv. Michael said Juan should send it out.

With that, Juan interjected that he'd recently sent out an ArchNews about HealthTrails and wanted to explain why. He said it's a USG initiative to promote a healthier lifestyle. Juan also shared that he'd talked to Michael about the communications survey, and he was disheartened by some of the things that were brought up. He then asked who had seen the article in the February 6th *Columns* about the new Aon Hewitt's benefits enrollment system that's coming to UGA. Steve Gibson raised his hand. Juan said that HR communication is challenged by UGA's communication structure. He said he'd love to hear from Staff Council on ways to improve the way HR information gets out to employees.

Debi Chandler volunteered that she believes that any information that directly affects an employee should be sent in a personal email. She added that they struggle in Finance and Administration because not all employees check their email. Juan said they strive to work with units that have employees out in the field.

Kristi Wall said that having multiple ways of communication is only going to improve the process, and offered Staff Council and SRGs as a second wave of communication for important messages.

Savannah said that ArchNews emails should contain short basic information, then follow-up emails with more details should go to HR reps within units for them to disseminate.

Juan said that one of the recent issues with open enrollment is the enrollment window has been longer in the past, but was shrunk to two weeks this fall by USG.

Jackie Byrd asked if there was a push to get an organizational chart from all the units for OneSource. She added that she thought targeting emails to supervisors would help communication. Juan said that Chris Wilkins could address the OneSource aspect of that question, and that he could share that at the system level there is an effort to introduce a business process that gathers “reports to” information for positions rather than individuals for both HR and finance purposes. Juan said he’s used such a program in the past and it did help communication.

Michael shared that the OneSource transition team need input from across campus and encouraged folks to volunteer to work with them. Kerri Testament handed out printed brochures.

Maureen thanked Michael for a previous email he sent to SC reps about volunteering to help OneSource. She said she forwarded it to the accountant in her department who thought it was great and wondered why she didn’t get an email herself. Chris Wilkins shared that the OneSource project has a very targeted communications campaign. He added that they have a listserv that the accountant should subscribe to. Maureen said the accountant is new and didn’t know that she could subscribe to any listserv. Juan pointed out that we’re missing the mark in the onboarding process. He hopes to get senior leadership approval for an HR-owned campus onboarding process that all employees go through, tailored to their job description.

Chris added that Maureen’s accountant should email [onesource@uga.edu](mailto:onesource@uga.edu) and request to be put on the listserv.

Maureen then voiced her appreciation to Juan for how HR faced the challenges that were put before them this past fall.

### **Adjournment**

The meeting adjourned at 3:50 pm by Michael Lewis.

The next Staff Council Executive Committee meeting is 3:30 pm Tuesday March 28, 2017 at the Conner Hall, room 103.

The next Staff Council meeting is 2:30 pm Wednesday, April 5, 2017 in MLC room 267.