STAFF COUNCIL
EXECUTIVE COMMITTEE MINUTES
November 19, 2004 Strategic Planning Retreat

SC Executive Committee Members Present:
Karlease Bradford, Shelia Bradley, Melody Harris, Jean Miller, San Miller, Charlotte Petrek, Debbie Rupp, Tracy Van Voris, and B.J. Yergens.

2004-2005 Staff Council Officers
President: Deborah Rupp
Vice President: B J Yergens
Secretary: San Miller
Parliamentarian: Charlotte Petrek

Executive Committee Agenda and Discussion:
The Staff Council Executive Committee held a planning retreat to draft a new SC Strategic Plan for the SC website which included a discussion of the process, short and long term goals to ensure the plan is realistic and collaborative. A draft revised Mission Statement and Strategic Plan will be presented to the Staff Council at the December 2004 monthly meeting. Three (3) goals and subsequent action plans were drafted as follows:

Goal 1: Improve the effectiveness and efficiency of communication
   a. Align voting districts with functional units
   b. Survey all staff regarding the communication efforts of the Staff Council
   c. Improve publicity for Staff Council and Senator elections
   d. Improve recognition for Staff Council branding
   e. Establish a "Bring a Buddy program to Staff Council meetings
   f. Revamp the Staff Council website
   g. Increase Staff Council visibility at University events
   h. Establish an annual Staff Council orientation program

Goal 2: Identify potential employee benefits
   a. Survey all Staff regarding new benefits
   b. Propose Share Leave Police (Sick Leave Pool)
   c. Work in tandem with the Faculty Affairs Committee

Goal 3: Enhance the functionality of the current SC Committee structure
   a. Examine the current charges of all Staff Council Committees
   b. Identify needs not being met as well as new opportunities
   c. Set up functional and historical Staff Council Notebooks for each Staff Council Committee
   d. Maintain Bylaws

The Strategic Planning Retreat meeting was adjourned.

Please contact San Miller, sanmiller@gsu.edu, if there are any additions or corrections to the meeting minutes. Thank you.

Meeting notes respectively submitted by:

San Miller