Attending: John Medlock, Kimberly Moore, LaRose Ralston, David Caudill, Susan Vogtner, Sandra Garber, Bill Prigge, MaryAnne Gaunt, Randall Alberts, Kenée Stevens, Randy Trammell

Green Issues Update
David Caudill discussed a document with frequently asked questions about recycling at Georgia State. He would like to distribute the list of questions on cardstock to staff members and perhaps faculty, also. It was suggested that a date be added to the card. The Staff Council logo and web address could be included. The Communications Committee could also include this in their next news item. The committee felt that it would be best to use recycled paper for the mailing. The formatting of the questions will be modified. The document will be sent out a couple weeks after the start of the fall semester when most people have returned to campus. If the mailing is paid for by donations-in-kind, that should be noted on the document. The committee discussed making a poster as well. A poster could be placed in supply rooms or made visible to students.

Retreat
John Medlock thanked the executive committee for their help and participation at the retreat. He will work on analyzing data about orientation from the surveys.

July Meeting
The July meeting will be in the Sinclair Suite. The Council will be hosting a panel of people involved in training and education on campus. Each panel member will be given 5 minutes to introduce themselves and inform staff members of what is available to them. It is hoped that the panel members will engage in discussion about the larger issue of training on campus. They will be asked about overall goals, how change is affected, and how success is measured. It is hoped that this will facilitate discussion amongst the different panel members. The University calendar will also be discussed.
The committee reports will be consolidated in order to use as much time as possible for the panel discussion. The Green Issues committee will give a quick update and the date of the Benefits Fair (October 21, 2008) will be announced.

Survey
Debbie Rupp has the results from the staff retention survey – both numerical data and comments. We hope to be updated soon.

Committee Structure
The Committee ad hoc committee with discuss the committees and missions using the suggestions from the retreat. They hope to have a discussion ready for the executive committee
in August. John Medlock stated that he plans to have some items for the Administrative Committee to discuss for updates to the by-laws.

**Possible Future Speakers**
- Chris Jackman of John McCullum from facilities
- Ombudsperson
- University Public Relations
- Esther Maclin on the staff grievance process
- Parking and Transportation
- Athletics Director
- IS&T

**Flex Schedule and Telecommuting Policy**
David Caudill spoke about the policy that the Green Issues committee had been working to create. There was a policy previously drafted through women’s leadership and HR, but the policy was rejected by the Administrative Council. The committee will look at the minutes or try to get information from members as to why the policy was rejected. The policy may need to separate some aspects of the policy for telecommunication and flex time/compressed schedules. The committee will continue to work on the policy; it is expected to take a great deal of research and word crafting. Some work will need to be done with others to gain support: HR, legal, clean air campaign, other businesses and universities, etc.

*Recorded by Susan Vogtner.*