Attending: Randall Alberts, Joe Amador, Amber Amari, Colleen Blanchard, Gloria Brooks, Cassandra Burney, David Caudill, Kevin Chappell, Fred Childs, Ann Claycombe, Earl Daniels, Nigel Harris, Carla Hines, Elisha Jarrett, Kendall Jones, Cherecia Kline, John Medlock, Karmen Milton, LaRose Ralston, Andria Reddick, Shantanese Reese, Preeti Sagar, Jowanna Tilman, Randy Trammell, Angela Turk, Susan Vogtner, Kim Walker, Frances Williams, Mary Anne Gaunt, Kenee Stephens
Absent: Jess Aaron, Sonda Abernathy, Gretchen Cannon, Sharon German, Toure Heywood, Teresa Rucker, David Smart, Cassandra Thornton, Tawanna Tookes, Valerie Woods

Minutes
The minutes from the May 21, 2008 meeting and the retreat on June 27, 2008 were approved.

Welcome
John Medlock welcomed members and guests to the meeting. He thanked everyone for participation in the retreat. He stated that it was a very successful and productive retreat in which members discussed leadership and the future of the Staff Council.

Training and Development Panel
John Medlock welcomed the members of the panel. The panel was made up of experts in training and development on campus.

- Tricia Anderson spoke about the Etraining program that is available online at all times. Etraining, which is funded by the Student Technology Fee, is available for free to staff and faculty as well as students. Although the focus is on training courses for computer-related skills, there are also courses that focus on business...
skills and soft skills. Anderson also told the group about V-Class, a new virtual training system that is customizable and can be accessible as a website or podcast.

- Linda Bryant is in the new director of Organizational Development and Consulting. She works mostly with department and unit leaders on consulting and development of strategic plans.
- Cheryl Johnson Ransaw directs the new Employee Development and Wellness unit. She works with individual employees on consultation, development, and wellness.
- Robert Elmore, director of Payroll, Benefits and HRIS, described the training efforts related to the PeopleSoft HR system. His area works regularly with the HR training staff and the Spectrum office to enhance PSHR skills and inform the university community of upcoming changes to policies and procedures.
- Mary Franklin reported on services provided by the Spectrum Office. They have instructor-based and on-demand classes. Open classroom times allow employees to ask questions and work through processes. With an anticipated upgrade to the software, more online training will be available.
- Princeanna Walker works with University Research Services and Administration. These training programs, which are a mix of classroom-based and online programs, include pre- and post-award grants, compliance, and animals. A certificate program is being developed.

The panel members were asked how attendance at the training sessions could be increased. It was suggested that alternates such as web-based programs be developed. Ms. Bryant suggested that some of the programs be required for certain positions. She also stated that training should be made a priority on campus. Along these lines, she has held focus groups recently to determine the types of training they need at different stages of employment. She plans to hold other focus groups to examine different classifications. She will also come to the Staff Council for feedback and support. She was commended by representatives and participants for developing this focused approach.

Ms. Walker asked the council what would be the best way to communicate with people who may be interested in programs. The council felt that it would be best to use all ways possible – email, flyers, brochures, etc. It would also be helpful to have one place where all training opportunities could be viewed. The Staff Council web page currently has a section on Training and Growth with links to the sites of units that offer training programs. The new university calendar application promises to provide a means of achieving this goal as well. The panel was asked about the development of a printed catalog. Information on other training opportunities could be included in the Wellness catalog in the future.

The panel stated that there is currently no funding or a budget line for staff training. The Chancellor has developed a position for an Assistant Vice-Chancellor for Training in the University System, but the position has not yet been filled. Six Sigma training has been offered through the University System at Southern Polytechnic in the past year and likely will be again. With the new president, there is an opportunity to make this more of an issue on campus.
Announcements
- The Staff Scholarship deadline is August 22, 2008. The application is available on the Staff Council website.
- Leadership Academy for Women applications are due August 8, 2008. Fewer people will be able to participate this year and the program will be shorter in length.
- The Benefits Fair will be October 21, 2008.
- David Caudill announced that a recycling issues frequently asked questions poster has been developed and will be distributed. Chris Jackman has been working on recycling and the green issues committee is trying to make it more known on campus. The committee has also been working on other projects and will be reporting on them soon. Ann Claycombe was thanked for her work on the FAQ.
- John Medlock announced that FACP will meet on July 23 to discuss the state budget reductions.

Closing
John Medlock adjourned the meeting at 4:35.

Recorded by Susan Vogtner.