



STAFF COUNCIL

GEORGIA COLLEGE & STATE UNIVERSITY

Annual Report 2024-2025

Annual Report, from FY 2025 (7/1/2024-6/30/2025):

Executive Committee, Nancy Finney, Chair

Bylaws Committee, Will Smith, Chair

Special Projects Committee, Izzy Willingham, Chair

Staff Development Committee, Kimberly Scott, Chair

Dated: 5/29/2025

Compiled by Nancy Finney, Presiding Chair

Executive Committee Report

Chair: Nancy Finney

Chair-Elect: Kimberly Scott

Treasurer: Amy VanderGroef

Secretary: Maria Gordon

Goals:

- To grow staff council into a stronger, more resilient, and transparent organization.
- Be more engaged with USG state-wide staff council and with GCSU staff across campus.
- Improve communications with staff and within council.

Accomplishments:

- Addressed important issues on campus to various stakeholders and represented staff to University Senate, RPIPC, President's Office. Major concerns from this year included: inclement weather / modified operations policy, employee parking pass changes, USG Board of Regents accreditation changes, and remote work.
- Held annual Staff Council retreat and helped to coordinate Celebration of Excellence.
- Attended two in-person business meetings and the state-wide USG Staff Council retreat.
- Invited Chief of Staff to attend Council meetings on a regular basis.
- Encouraged various committees to lead with their efforts which can be reviewed in their various reports (communications created ICYC template, Bylaws updated, Professional Development conference created, development funding process modified, Special Projects does department shout outs, welcome packets to new employees outlining what services are available to GCSU employees).
- Tabled at benefits fair and had better presence at campus-wide functions as well as our own events (Case of the Mondays, Staff Appreciation Week).
- Athletics engagement: attended education day and staff appreciation basketball game.
- Streamlined all committees to share information with Communications committee for dissemination to various campus outlets.
- Gathered and researched bylaws from almost all 26 other USG institutions to support Bylaws Committee.
- Voted to hold USG State-wide conference in 2027.
- Improved non-staff council presence and guest speakers at council meetings: Parking & Transportation (Brian English, Trina McCant), Auxiliary Services (Charles Cruey), Clery & Title IX (Michael Baker & Jackie Watts), President Cox, Interim Provost Roberts, VP Seth Walker, VP Dan Nadler, Human Resources (Kelly Prior & Pam Boatright), Chief Auditor (Rhonda Fowler), Advising (Jan Serpin, Michael Lerzo, Kirk Reinhard) Finance & Administration (Tina Lee), Chief of Staff (Monica Starley), Director of Payroll (Alison Wilkinson), Information Technology (Brian Watson, James Carlisle, Fred Godin, James Lunsford), Student Life (Rebecca Vo), & Student Success/FYE (Sandra Terry).

Future goals, concerns and/or lessons learned:

- Determine a date and time for council meetings during the retreat to ensure all council members can attend.
- Determine how to decide when to address lack of participation/attendance and whether to remove a council member.
- Clarify in communications language that I Caught You Caring and Professional Development Funds are for **staff only**.
- Strategically allocate funds throughout the year to ensure maximum benefits from resources.
- Schedule group photo at retreat.
- How can we get a Max meal for ICYC recipients?
- Recommend an annual year-end meeting with President's Office to discuss Council's goals and accomplishments and learn what President is open to for upcoming academic year with Chair and Chair-Elect.
- Encourage higher attendance with USG state-wide retreat and work on attending more state-wide business meetings.
- In future, focus on hot topics and limit discussion time so meetings don't run over (5 minutes for various issue, then vote or move on).
- Consider fundraising and/or how can we get more funds? What about end of year funds? What would be the best ways for this? Also, employee hardship fund or seed grant for emergency situations? Scholarship for potential staff-related costs (i.e., parking)? Foundation funds are a possibility, but we don't have a lot of money that gets put into our foundation account.
- Staff outing event (like how alumni do Macon Bacon).

Bylaws and Elections Committee Report

Chair: Will Smith

Members: Will Smith, Christine Amezquita, Johnny Griffin

Bylaws Revision

This year, the committee undertook and completed a comprehensive revision of the Staff Council Bylaws—the first full revision since 2022. These updates were made to ensure clarity, alignment with current practices, and to better support the long-term sustainability of Staff Council operations.

Elections and Nominations

We successfully held our annual nominations and elections process. In alignment with the newly revised bylaws, we transitioned to three-year terms for Council members. To support this change and ensure continuity in leadership, we implemented a staggered term structure. This staggering allows for a more balanced rotation of members each year and prevents large-scale turnover in any single election cycle. This strategic approach strengthens institutional memory and promotes greater consistency in Council initiatives year-over-year.

We received a strong slate of nominations—nine in total—for the five available seats. A total of 55 ballots were cast during this election cycle, reflecting active staff engagement in the Council's direction and representation.

New Council Members

We are excited to welcome five highly qualified and passionate new members to Staff Council, whose terms will begin on July 1, 2025. Each of them brings a deep commitment to Georgia College & State University and a genuine eagerness to contribute to the Staff Council's mission and efforts.

Communications Committee Report

Chair: Kirsten Schipper

Members: Maria Gordon, Anyauna Spikes, Kenneth Daniels, Nancy Finney

Committee Charge:

The Communications Committee will consist of at least three members of the Staff Council. The duties of the Communications Committee include implementing means for communications to and for all staff and providing an annual Staff Survey to solicit ideas for consideration and resolution through the Staff Council and/or other responsible parties.

Goals and Accomplishments:

- Increase exposure for programs around campus that pertains to large groups of staff.
- Help crucial departments on campus disseminate news to staff through social media channels
- Gain a larger social media presence.
- Be transparent to staff with Staff Council involvement, meetings, and happenings.

Analysis of the year:

- The committee was able to find many events and news around campus that pertained to large groups within university staff and share them through social media. These include but are not limited to Midnight Breakfast, TAP deadlines, PD opportunities, and more.
- Staff Council was reached out to by a few departments throughout the year such as HR and Parking and transportation. Through committee efforts, these departments' news was either shared for extra exposure or spoken about in Staff Council meetings due to our transparent schedule posted on Front Page.
- Facebook is the only social media option that Staff Council utilizes. In a comparison over the past year of analytics, here are some stats pulled:
 - Reach increased by 319%
 - Content increased by 540%
 - Link clicks increased by 200%
 - Visits increased by 130%
 - New followers decreased by 16%
- Maria Gordon was pivotal in making sure all Staff Council meetings were posted as events and announcements for staff to be aware of the opportunity to join. This led to multiple meetings with guests joining to either listen in or speak their minds regarding complaints on campus.

Goals for FY 26:

The goal of Staff Council Communications should remain the same in terms of increasing exposure and remaining transparent with operations. Staff council has created better relationships with groups on campus that should continue to flourish and be mutually beneficial moving forward.

Special Projects Committee

Chair: Izzy Willingham

Members: Desaree Murden, GeGee Arnold, Steve Barsby

Special Projects '24-25 Event Report			
Event Title	Date	# of Attendees	Amount Spent
Case of the Monday's: Fall Break	10/14/2024	64	\$112
Case of the Monday's: Winter Break	12/16/2024	53	\$266.92
Case of the Monday's: Spring Break	3/17/2025	60	\$112
September Group Shoutout: Outdoor Center	9/24/2024	1	\$16
October Group Shoutout: Building Services	10/30/2024	45	*\$64
December Group Shoutout: Public Safety	12/14/2024	26	*\$48
January Group Shout Out: Academic Advising	1/28/2025	24	*\$32
February Group Shout: IT	2/21/2025	35	*\$32
March Group Shoutout: University Housing and Residence Life	3/26/2025	18	*\$48
Staff Appreciation Week- Trivia	5/13/25	48	\$44.35
Staff Appreciation Week-Indoor Recess	5/14/25	47	\$44.35
Staff Appreciation Week-BINGO	5/15/25	62	\$44.35
Total # of Events: 12			
Total # of Attendees: 483			

Total Spent: \$863.97
<p>Notes:</p> <p>*Amounts were privately donated</p> <p><i>The monthly Group Shout Out was a new event added this year.</i> We opted each to buy doughnuts and have a card signed by the staff council for one department on campus each month, in appreciation for the hard work they do. Departments were selected based on a collective discussion and vote by the special Projects committee. There were hiccups, but we were able to do all the months we planned for except for November and April due to those being high traffic times for each of the committee members. The attendee #'s listed for each of these events is how many we accounted for in the planning process, not necessarily how many we had present.</p> <p>Case of the Mondays: Winter Break- Coffee and Hot Chocolate were provided as a special holiday touch. That addition accounted for \$154.92 of the event's total amount.</p> <p>Case of the Mondays had an added component this year. We added in prizes if you participated in that events activity. The prizes were donated from Staff Council member's offices if they had left over swag and was no additional cost on the Staff Council budget.</p>
Additional Event Assistance/Participation
Education Day Assistance: For the second time, Staff Council manned one of the added concession tents for the school's annual Education Day basketball game. 5 members of Staff Council were able to attend and help the entire time.
Staff Excellence Nominations: This year Special Projects facilitated staff excellence nominations again, garnering 36 nominations. Improving our submission rate from last year's nominations by 15, as the previous year received 21 submissions.
Open Enrollment Fair: Staff Council had a table at open enrollment and handed out a flyer with important dates and information about the group. The flyer was then asked to be edited and given to HR to be permanently included in the HR new employee packet.

Staff Development Committee Report

Members: Kim Scott, Amy VanderGroef, John Jackson

Chair: Kim Scott

Committee Charge: The duties of the Staff Development Committee include addressing staff development issues such as career and professional development, basic skills development, and technical training geared toward professional growth. It administers the Staff development program and its funds.

Goals:

- Revise I Caught You Caring (ICYC) SOP
- Revise Staff Professional Development SOP and award up to \$3000
 - Promote staff professional development opportunities through FrontPage, departmental visits, Info Sessions and tailgate/tabling events
- Conduct a Needs assessment survey for professional development for a potential training with HR.
- Get involved in GCSU on the Staff Council Site
 - Conduct a survey on front page for submissions to have links
 - Have HR route us new hire emails to send the new staff members information about staff council. Ask GeeGee

Accomplishments:

- Revised the ICYC SOP and advertised this more
- Awarded 33 for the year so far.
- Revised the Staff Professional Development Applications Process
- Increased the funding to up to \$500 for each applicant
- Advertised this more on front page, social media, etc.
- We approved 11 applications totaling \$2,950.
- Conducted a needs assessment for professional development with HR and partnered to host a Staff Development Mini Conference and ELEVATE U was born.
- First (hopefully annual) conference was held May 20, 2025
 - 94 registered and our goal was 75
 - AI panel was the biggest hit, and staff wants more about AI and Teams
 - Overall great/positive feedback. Survey results are showing that staff appreciated seeing administration support their professional development and growth by supporting engaging learning opportunities.

FY 25 Analysis of the Year: It has been a productive year in disseminating the Staff Development funds for 11 applicants totaling \$2,950 in funding and awarding 38 ICYC awards. We are extremely excited about hosting the first Staff Development Mini Conference, ELEVATE U. We would love to host more events to further growth and development opportunities. One goal that we did not complete that I would still like to try to complete is the GET INVOLVED section for the Staff Council Site for GCSU connection opportunities and advertise for how new employees can get involved in Staff campus life.

FY 25 Overall and Closing Remarks:

Our committee was great. We worked well together. I think we had big goals and were very successful in achieving them. I think if we had 1 more person on the committee, we could have achieved everything we had set out to do but no short falls on our account or due to our teamwork.