

Staff Representative Group Meeting Minutes
College of Education
G23 Aderhold Hall
October 9, 2008
10:00 a.m.

Present: Kay Bernales, Annelie Klein, Cathy Dickson, Amanda Cole, Bobbie Ray, Cindy Williams, Pat McDonald, Heather Bailey, Andy Robison, Helen Rogers, Rene' Hammond, Grace Thornton, Elaine Payne and Paula Alexander

OLD BUSINESS

Minutes: August and September minutes read and approved.

Standing Committee Reports:

Safety: No report

Staff Awards: Heather Bailey reported that discussion with Bill Stauff indicated the budget of \$1500 will remain the same for the FY 09 staff awards. He foresees no problem for this year. This amount will be used to fund the supplies and food for the ceremony. A separate budget will be available to purchase the plaques and for the monetary awards.

Communications: Annelie Klein reported that the Diversity Fall Fling was a success and that the SRG poster was completed and displayed at the event. Annelie will be updating the SRG website and will correspond with the OIT staff to gain access to the website to begin the updates.

Ad Hoc Committee Reports:

Bylaws: No report

Guidance: The staff survey was sent out to COE on Wednesday, October 8. Anticipated report from David Avin, Chair at the next SRG meeting.

Staff Lounge: No report

Staff Orientation: Andy Robison reported that the committee held email discussions about how to proceed with creating the packets and/or booklet for new staff orientation. He will schedule a meeting with the committee members in the near future to continue working on this project.

Report from Chair: Bobbie Ray reported that she attended the Academic Cabinet meeting and conveyed to Dean Horne and faculty that SRG will be creating a new staff orientation packet. All faculty and the Dean Horne were in favor of this project.

UGA Staff Council Report: Heather Bailey attended the meeting and reported that the UGA Staff Council has indicated that they want only 1 representative from COE. This person will have voting authority. Heather will serve as the representative for COE. Any COE staff interested in attending the Staff Council meetings will be welcome.

NEW BUSINESS

Amanda Cole will be chair a can drive beginning the first of November for COE. Each building will have a box for the drive. SRG will support this venture. Dee Palmer and Rene' Hammond will serve as committee members.

Amanda Cole will also chair the toys for tot's drive that will begin the first of December. Kay Bernales and Dee Palmer will serve as committee members.

Kim Norton has resigned as the representative for the Department of Kinesiology. SRG will begin the process of electing a new representative.

Next SRG meeting to be held on Thursday, November 13 at 10:00 a.m. in G23 conference room. Please forward all agenda items to Bobbie Ray.

Meeting adjourned at 10:45 a.m.

Minutes recorded by Rene' Hammond