

# USG Staff Council Business Meeting Summary

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Date: Wednesday, October 1, 2025

Time: 12:00 PM to 1:00 PM

Location: Microsoft TEAMS

## Agenda Summary

### Welcome & Call to Order

The Chair-Elect opened the meeting, welcomed attendees, and acknowledged the absence of the current Co Chair, Past President, and Webmaster.

### Roll Call

A roll call was conducted via TEAMS to identify institutional representation. The following institutions were represented:

Abraham Baldwin Agricultural College  
Atlanta Metropolitan State College  
Augusta University  
Clayton State University  
Columbus State University  
College of Coastal Georgia  
Dalton State College  
East Georgia State College  
Georgia College & State University  
Georgia Gwinnett College  
Georgia Highlands College  
Georgia Southern University  
Georgia Southwestern State University  
Georgia State University  
Georgia Institute of Technology  
Gordon State College  
Kennesaw State University  
Middle Georgia State University  
Savannah State University  
South Georgia State College  
University of Georgia  
University of West Georgia  
Valdosta State University

## **Adoption of the Consent Agenda**

The consent agenda was adopted following a motion and second.

## **Review and Approval of August 2025 Minutes**

Meeting minutes were reviewed, updated to add Georgia State University to the roll call for the August meeting and approved

## **Treasurer's Report**

Current Balance: \$2,874.75 — decreased significantly since the last meeting due to a \$1,000 contribution supporting the Valdosta State conference.

**Institutional Dues:** Invoices will be sent once the Treasurer vacancy is filled. Each institution's dues are \$100 to fund next year's conference and Staff Council operations.

## **Treasurer Vacancy**

- The Treasurer position on the Executive Committee is open until it is filled.
- Service term: through June 30, 2026.
- Applications open until end of next week (final reminder forthcoming).
- Voting: mid-October via electronic ballot (one vote per institution).
- The Treasurer manages institutional dues and coordinates with the USG Foundation for all expenditures.
- Once filled, funds will move from the USG Foundation to the Treasurer's institutional foundation, per USG guidelines.
- Candidates can self-nominate or be nominated by others.

## **BOR and HR Updates – Karin Elliott, Vice Chancellor of Human Resources, USG**

- Karin Elliott (Vice Chancellor of HR) and Quint Hill continue to support and communicate Staff Council updates to and from the BOR.
- Policy updates in progress:
  - Telework Policy: Under review to reflect the Chancellor's emphasis on in-person work while recognizing certain remote roles.
  - AI Use Policy: Being developed to guide employee use of artificial intelligence tools in the workplace.

## **Benefits Update:**

- Open Enrollment: Oct 27 – Nov 7.
- Average premium increase: ~7% (except Kaiser, no increase).
- Virtual benefits assistance now available to help employees choose plans.
- Claims costs are increasing due to healthcare inflation and drug costs; USG capped employee increases to maintain affordability.

- Well-being program continues as part of overall benefits strategy.

#### **Committee Representation:**

- No Staff Council member currently on the Total Rewards Steering Committee.
- Karin invited interest for staff participation on subcommittees (e.g., Well-Being).

#### **Presidential Performance Reviews**

- Ashley Still and Sean Bear confirmed receiving communication from the President's Office regarding annual presidential feedback surveys.
- Karin Elliott explained the process:
- Each president undergoes a multifaceted annual review, including campus surveys distributed to staff councils, students, vice presidents, and community members.
- Survey feedback informs the Board of Regents' presidential performance evaluations.

#### **Compensation & HR System Update**

- Karin provided a major update on the upcoming HR system transition:
  - The USG will move from OneUSG Connect to a new HR/payroll system by January 1, 2028.
  - Before the transition, USG HR is developing a standardized job classification and title structure for all institutions.
  - Currently, institutions use inconsistent BCAT (job classification) systems.
  - The goal: create uniform job titles and a systemwide salary structure, while retaining flexibility for campuses to adjust pay within the framework.
  - This will improve reporting accuracy and equity across institutions.

#### **Employee Career Progression ("Journeys" Program)**

- UGA and Georgia Tech are piloting "Journeys", which provides multiple job levels (e.g., Coordinator I-III) for staff career growth.
- Karin emphasized that this model allows employees to progress and receive raises within the same job family.
- Other USG institutions may adopt similar systems based on size and capacity.

#### **Old Business**

- Jennifer Leyting asked about USG well-being credit utilization data.
- Karin Elliott and others confirmed the data had been received and would be distributed soon.

#### **Policy Updates Pending**

- Jennifer Leyting asked about updates to the NDAH and BOR Policy 2.2.
- Karin noted she's still finalizing that work and will present updates at the next executive meeting.

## **Bylaws & Robert's Rules of Order**

- William Jimerson outlined initiatives to strengthen governance consistency:
  - Institutions should review bylaws to balance shared governance (decision-making) and staff engagement (community and morale).
  - All staff council meetings must follow Robert's Rules of Order (motions, seconds, voting procedures).
  - Training and refresher resources will be shared to ensure consistent meeting protocol across USG institutions.
  - Future meetings may include role-based breakout sessions (e.g., treasurers, vice chairs) for peer learning and collaboration.

## **New Business**

### **Conference Hosting Announcements (2026–2030)**

William Jimerson (Vice Chair) announced future USG Staff Council Conference host institutions:

- 2026 – Georgia State University
- 2027 – Georgia College & State University
- 2028 – Clayton State University
- 2029 – Savannah State University
- 2030 – College of Coastal Georgia

Institutions confirmed their participation. Formal invitations and planning toolkits will follow. Current leaders are asked to plan succession and notify future staff council chairs about commitments.

## **Closing**

- Chair Angel and others expressed deep appreciation for Valdosta State University for successfully hosting the conference.
- Delegates were encouraged to:
  - Invite all campus staff council members to future USG-wide meetings.
  - Foster collaboration across all 26 USG institutions.
  - Continue building community and advocacy for staff across the system.
- Meeting concluded with a motion to adjourn and gratitude to all participants.