

Present:

Teresa Johnston, Chair
Randy Kennedy, Chair Elect
Tamara Livingston, Recording Secretary
Chris Vincenzi
Amy Buddie
Christy Storey
Nwakaego Nkumeh
Sally Bullard
Iyonka Strawn-Valcy
Brenda Stopher

Presenter: Amy Buddie – National Conference for Undergraduate Research (NCUR) – Update on arrangements for KSU

WELCOME AND ORDER OF BUSINESS – Teresa Johnston

The meeting was called to order by Teresa Johnston at 9:30 AM. As there were so few members in attendance, approval of the minutes from the last meeting was postponed. Teresa suggested that since the Council has had a lot of changes in members that everyone introduce him/herself. Chris Vincenzi from UITS introduced himself as a new member.

Teresa reached out to HR for assistance in identifying and targeting administrative directors to serve on the Council. This is more complicated than it seems since the definition has been used for a variety of types of positions in the past. Tamara encouraged members to reach out to those directors who manage a group to join.

Teresa met with President Whitten for about an hour and presented her with the Council's Executive Summary. President Whitten suggested picking up the phone and calling her if there are any issues. She is supportive of a bi-directional conversation and asked the Council of a list of our top 5 concerns.

COUNCIL REPRESENTATIVES

Randy Kennedy will temporarily sit on the Staff Senate. Teresa is on the Policy Process Council. The representative for the Parking Council is to be determined.

PRESENTATION

Amy Buddie gave an overview and update on KSU hosting the National Conference on Undergraduate Research in April 11-13, 2019. The details of the event are posted on their website: <http://research.kennesaw.edu/our/ncur2019.php>
They expect approximately 4,000 undergraduates from all over the U.S. who will present on a number of topics. This will be an opportunity for everyone at KSU to participate and make this a great event.

DISCUSSION

Brenda notes that asking for a list of top concerns is a focus of the President and that she has requested similar lists in her work with Academic Affairs and the Chairs and Deans Council. She mentioned that among their (Academic Affairs) top concerns are such things as the onboarding/hiring process, parking and visitor experiences and the challenges of getting visitors on and off campus, visas, the way in which departments are charged to pay for things or absorb costs without an increase in their budgets, and the implementation of policies without adequate preparation. Nwakaego asked if academic freedom was an issue with that group and Brenda responded that it was not really a concern for them. Another issue for that group was the use of email resource accounts; they don't like to use them because they seem impersonal. Brenda noted these concerns fall into two themes: customer service and communication.

The group asked about the status of the CAR (USG Comprehensive Administrative Review) report; Brenda said that Alice Wheelright in Strategic Communications was charged with working on different communication strategies to update everyone on this.

Iyonka mentioned that her group like the new outlook features; Global Affairs is working with the “groups” feature.

Randy noted that KSU is planning to modify class scheduling to better utilize classroom space on Fridays. This will change class times and may affect our meeting time. Class schedules are not released until a few weeks before the start of the semester which can be problematic for planning purposes.

Randy noted that HR is working hard on improving their operations but he still sees problems with getting the right, qualified people hired, especially if you have the budget to pay them more. Iyonka noted that her group just hired a new director and the onboarding process was surprising. The new director had lots of questions, and needed training on multiple systems. Randy noted that there is an onboarding checklist but people need a roadmap for information, i.e. something to help people find the information you need as a director. Nwakaego said that HR is developing a comprehensive onboarding training lasting several days for new supervisors. Will go live in October/November for new hires, later for the rest of us. Tamara mentioned that the Information Governance Committee could help develop an information roadmap for the University.

Teresa noted that the Council is well poised to help vet new policies but timing is a challenge.

The discussion then turned to developing a list of our top 5 concerns as requested by the President.

- *develop bi-directional reporting between the Council and the President’s Office – it is helpful to have Brenda serve on the Council for this reason.

- *how to counter the erroneous expectation from the HR Town Hall meetings that the class and comp review would result in across the board pay raises. This will require expectation management.

- *Brenda mentioned that HR should address the issue of staff moving to other units within KSU that pay more for the same position. She notes this is a problem.

Nwakaego suggested having an HR representative serve on the Council.

Randy asked the group for feedback on what is working well and noted that the Council also serves as a forum for sharing this kind of information as well. He continued that he sees the new president as having a positive impact on KSU. Graduate admissions have increased significantly, there are more scholarships. The changes in HR are positive and have created a thoughtful approach to introducing improvements to hiring and managing. KSU is doing great work with student veterans and other special populations of students. Tamara praised UITS as being responsive and a great team to work with. Iyonka praised the Information Security team as very helpful, and Teresa mentioned that there are a number of great collaborations going on across campus.

ADJOURNMENT

The meeting was adjourned at 11:00 AM.

Respectfully submitted,



Tamara Livingston