I. Welcome
   a. People in attendance: Polly Conger, Courtney Harmon, Lynn Bailey, Darlene McAfee, Tish Andrews, Christy Barry, Janie Mooney, Jill Hohnecker, Ted Norris, Monique Daniels

II. Approval of Minutes
   a. Motion made by Polly, seconded by Janie

III. Treasurer’s Report
   a. $1611.58 in the Agency Account
      i. $150 for Book Scholarship
   b. $463.21 in the President’s Allocation
      i. $100 for Homecoming Decorating Winner, $30 for Homecoming Judges, two students

IV. Chair’s Report
   a. Presidential Search
      i. Teleconference on Monday with the search firm. There are 30 applicants for review, more than that have applied, but don’t meet the GSW profile so will not be reviewed by the committee. Three are current sitting presidents at another institution, 4-5 are deans, VPs, and provosts. Search committee will have until April 25 to review all applicants and come up with 10-12 people to interview. Interviews will be May 8-9 and will submit no less than 3 no more than 5 names by June 1.
      ii. There will be another Town Hall tonight for students. It will be from 5:30-6:30 in the Nursing Auditorium.
   b. Mission Statement Endorsement
      i. Part of approving the new strategic plan is getting endorsement from Faculty/Staff Senates. Staff Senate agreed to endorse the mission statement.
   c. Staff Appreciation Luncheon
      i. April 26, 11:30-1pm in the New Private Dining Room. Flank Steak, Grilled Chicken Breast, Mashed Potato Bar, Green Beans, Peas, Banana Pudding Parfait, Assorted Cakes.
      ii. Will be promoting in The Breeze and sending out an official invite
      iii. Christy will check with Josh about doing trivia and Amber about prizes for the winners
   d. General Announcements/Important Dates
      i. Presidents Advisory Council met this week. Talked about Complete College Georgia and the RCI. Stephen Snyder announced HB-51 has been tabled for this session, students, faculty, staff are required to take sexual assault training and BOR is trying to be proactive in regards to sexual assault prevention. Campus Carry (HB-280) is going to the floor and is on everyone’s radar. The Jimmy Carter Plaza is being constructed around the flag pole outside of the Admin Building. The Carter signature will be out there along with bushes that spell out GSW, many of the funds for this have been donated. There are benches and work being done for NPHC area. There will be a Summer Bridge program happening this summer, this will be for hopefully 25+ students.
      ii. Preview Day – Saturday, Campus Pride Day on Friday.
      iii. April 5 – Taste of the World. 11:30am-12:30pm on the MSC patio.
      iv. April 5 – Convocation, Leslie Dauer, a poet will be speaking, 11am in Jackson Hall.
      v. April 12 – Griffin Bell Convocation in the Storm Dome, Kirk Nugent will be speaking, 11am.
      vi. April 14 – GSW Movie Premiere at the Rylander Theater
      vii. April 24 – University Honors and Recognition Event in Jackson Hall, 6pm
      viii. April 25 – Student Appreciation Day and Pancakes with the President 9-11pm
      ix. April 26 – Staff Appreciation Luncheon, 11:30am
x. April 27 – Renaming of Public Safety Building, 11am

V. Human Resources Report
   a. Salary Appraisal – Carl Vinson Institute will be doing Salary Study. Begin in August and go through February. Will be for FY19 (begin July 2018). Will do self-evaluation, intensive, may take 30 minutes, that gets submitted to supervisor, then to department head, and keeps going up the chain and ends up back at HR. Will select individuals to randomly interview for more information. There is a 2% pool in the Governor’s pool for merit raises.
   b. Performance Appraisals due March 31st
   c. ADP switch to One USG Connect - June

VI. Staff Relations and Recognitions Report
   a. Staff Excellence Award nominations are due on March 31st
   b. Staff Excellence Award ceremony and reception will be Monday, April 24 at 6pm in Jackson Hall with a reception to follow.

VII. Public Relations and Communications Report

VIII. Fundraisers and Sponsorships

IX. Community Service and Philanthropy
   a. Will be doing a Campus Pride day this Friday.

X. New Business

XI. Announcements
   a. Will be doing elections at the next meeting.
   b. Next meeting will be held directly following the luncheon on April 26.
   c. Will be taking a picture at the next meeting.

XII. Adjournment
   a. Meeting adjourned at 3:51.

Submitted by Jill Hohnecker