

# EAC Meeting Minutes



Medical College of Georgia  
GEORGIA'S HEALTH SCIENCES UNIVERSITY

## Meeting Time and Place:

October 18, 2006

10:00:00 a.m. at the Greenblatt Library

## Voting Members Present:

|                 |                    |
|-----------------|--------------------|
| Cameron Andrews | Brenda Hall        |
| Michael Budd    | Christi McClintock |
| Karen Yonce     | Diana Morris       |
| Libby Poteet    | Marvis Baynham     |
| Deborah Pinion  |                    |

## Non-voting Members Present:

Debra Arnold– Human Resources

Lee Little – Legal Office

## Guests:

Debbie Looney – Human Resources

Chief McBride – Public Safety

Debbie Rowland – Public Safety

### **I. Review of ground rules – Christi McClintock**

- Start and end meetings on time
- Come prepared to all meetings
- Do not interrupt
- Respect one another
- Stick to the agenda
- Arrive on time
- Complete tasks
- Cell phones and pagers on vibrate only
- Respect meeting roles
- Reserve time for this meeting
- No side conversations or passing notes
- No put downs
- No egos or pulling rank
- Opinions and concerns are to be expressed during the meeting

### **II. Debbie Looney – State Charitable Contributions Fund (SCCP)**

Ms. Looney discussed the Employee Awareness Fair that will take place on Thursday, October 26 from 10:00 am until 2:00 pm. The fair will be held on the grounds outside of the Student Center. The advisory committee will have a table at the fair and set-up time is scheduled for 9:30 am and a table will be provided. Council members able to help man the booth are to contact Libby Poteet.

Ms. Looney provided a website ( <http://www.mcg.edu/sccp/> ) for a more information regarding the SCCP.



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## III. Chief McBride – Public Safety

Chief McBride addressed the following parking concerns:

### (1) Kroger parking area

MCG HI employees are now parking in the Kroger parking lot. This is to allow more spaces for the MCG Campus employees to park. It is Public Safety's hope to eventually have all campus parking for campus employees only. This process will take some time, but it is in progress.

### (2) Parking decks

There are no plans to build parking decks at this time for the campus.

### (3) Future parking plans

The Parking Advisory Committee is currently in process of scouting new parking locations for campus employees. Once plans are activated and completed, the campus will be informed of the changes.

### (4) Taxi Service

The taxi service was activated for a short time and dissolved. The service was not utilized enough for it to remain active.

### (5) Questions or Concerns

Please contact Debbie Rowland of Public Safety @ [DROWLAND@mail.mcg.edu](mailto:DROWLAND@mail.mcg.edu).

## IV. Statewide Staff Council—Libby Poteet

Statewide Staff Council will be held November 2-3, 2007. There is funding available for 2 council members to attend. Christi McClintock volunteered to attend. Anyone else interested in attending is to contact Libby Poteet.

## V. Schedule next meeting- All

The next scheduled EAC meeting will be held Wednesday, January 10, 2007

## VI. Review of Action Items- Debra Arnold

| ACTION Items |   |             |            |
|--------------|---|-------------|------------|
| Status       | Action to be taken  | Responsible | Due Date   |
| Open         | 1. Volunteer for the Statewide Staff Council (please respond to Libby)  | All         | 10/27/2006 |
| Open         | 2. Reserve room for January 10, 2007 meeting.   | Debra       | 10/27/2006 |
| Open         | 3. Draft for proper responses to inquires (this is to appear along with a direct response to stated concerns) | Lee Little  | 11/31/06   |

\* Please let Debra know when you have completed your assigned action item

