

VPFASRG Meeting
Minutes
May 18, 2016
Miller Learning Center Room 348
2:00PM

Meeting was called to order by Debi Chandler

Members in attendance: Teresa Cash, Debi Chandler, Michael Hale, Stuart Hammond, Savannah Hembree, Courtney Murphy, Tonya Seay, Andrea Thompson, Willie Thornton, , Evelyn Wilhite

Members not in attendance: Julie Burt, Brent Canup, Clarke Kesler, Roswell Lawrence, Ashley Maxwell, David Ragland, Noah Ray, Charlton Scott, Mary Stephens, Andrew Watts

Total members present: 12 out of 21 active members (12 out of 43 possible representatives)

Roll Call, quorum was present

Debi Chandler introduced Sige Burden, Jr, Sr. Managing Director, Office of Human Resource

Mr. Burden presented on the educational support leave. A copy of the slide presentation is included. After the presentation, Mr. Burden answered questions in regards to educational support leave.

Questions concerning educational support leave:

1. Does educational leave follow the fiscal year or calendar year?
 - a. Calendar
2. Does touring a college campus with your child qualify?
 - a. If you are meeting with a counselor, then yes.
3. Do you need to provide documentation?
 - a. This is up to individual departments and supervisors.

Additional questions:

1. Can you explain the new changes with the Fair Labor Standards Act?
 - a. In short, the Department of Labor has announced changes to the regulations governing which employees are entitled to the FLSA's overtime pay protections. Under these new DOL regulations, many employees who make less than \$47,476 annually would become non-exempt employees eligible for overtime pay if they work more than 40 hours a week. This change will not impact anyone who is currently paid on a bi-weekly basis. It will be effective December 1, 2016.
2. Can you explain the difference between compensation time and flexible time?
 - a. Compensation time (comp time) refers to time off that makes up for timed worked over 40 hours. It's leave in lieu of pay. It is tracked and can be taken at a later date.

- b. Flexible time refers to a flexible schedule, such as hours work outside of a normal 8-5 schedule. By using flex time, the employee is still working no more than 40 hours per work week.

Debi Chandler called the minutes from the previous meeting to be approved.

Elections for the 2016-2017 VPFASRG year were held. There were two vacant officer positions, Coordinator and Parliamentarian, and three at-large executive committee positions. Teresa Cash was nominated by Tonya Seay for the role of the Coordinator. Evelyn Wilhite was nominated for the role of the Parliamentarian. Debi Chandler ran for the Chair with Savannah Hembree as the Vice Chair. After a vote, the following positions were filled:

Chair – Debi Chandler

Vice Chair – Savannah Hembree

Parliamentarian – Evelyn Wilhite

Coordinator – Teresa Cash

The three at-large positions will be filled during the June VPFASRG meeting.

Debi Chandler reminded everyone to invite staff members from their departments to the June 22, 2016, meeting. This meeting will be an open house. The Vice Presidents of Finance and Administration will be invited to attend. Randolph Carter will be the guest speaker for June.

All attendees were reminded of Staff Appreciation Day on May 24th, along with the F&A ice cream social and awards ceremony.

Committee Reports:

Communication – Nothing to report

Human Resources – Nothing to report

Health and Safety – The traffic initiative is moving forward at Joe Frank Harris Commons.

Next VPFASRG meeting on June 22, 2016 at 2 PM in MLC Room 348

Next Executive meeting on June 14, 2016.

Meeting adjourned at 3:04 PM.

Educational Support Leave

SIGE BURDEN JR.
SR. MANAGING DIRECTOR
FACULTY & STAFF RELATIONS
EMPLOYMENT, CLASSIFICATION &
COMPENSATION

Educational Support Leave

- House Bill 313, effective July 1, 2015
- Up to eight (8) paid hours of Education Support Leave per calendar year.
- Activities supporting public, private, and home that promotes school/educational achievement in Georgia.

Educational Support Leave

Eligibility

- Full-time, non-temporary employees who work at least 40 hours per week.
- Available to all eligible employees, both parents of students and non-parents,

Educational Support Leave

- Attend Parent/Teacher conferences
- Participate in classroom activities, such as reading to a class or presenting on career day
- Tutor students without receiving compensation
- Proctor examinations
- Attend award and recognition ceremonies or graduation exercises
- Participate in field day activities or field trips
- Attend open house functions

Educational Support Leave

- Education support leave may not be utilized by the employee for themselves or for their spouse.
- Employees must not receive pay for services they perform while using education support leave.
- Employees must receive prior approval from their supervisor before providing the services for which they are requesting education support leave.

Educational Support Leave

- The USG institution or office has discretion to require written verification from a school administrator, teacher, or other official prior to approval.
- Education support leave carries no cash value if unused. There will be no payout for unused education support leave upon termination.

Educational Support Leave

- http://www.usg.edu/hr/manual/education_support_leave
- <http://policies.uga.edu/FA/nodes/view/1311/Educational-Support>
- <http://team.georgia.gov/georgia-news/education-support-leave-now-available-to-state-employees/>

Educational Support Leave

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