

UNCG Staff Council
April 13, 2006
Virginia Dare Room, Alumni House

Attending: Joella Anderson, Linda Anderson, Linda Bennett, Jennifer Clark, Pat Combs, Mary Early, Erin Fox, Brenda Hemphill, Kerry Hinshaw, Robin Kallam, Kathleen Mooney, Lee Odom, Cheryl Sarratt, Trina Smith, Maricia Terrell, Paula Terrell, Glenn Vignola, Evan Wade

Ex-Officio attending: Deb Hurley

Absent with notice: Lisa Benatti, Amy Berrier, Karen Christensen, Karen Core, Diane Logan, Sherry MacCheyne, Kelly Meris, Amy Moore, Angie Scott, Setenna Wyatt

Absent: Jodi Barber, Sarah Cottrell, Thomas Everett, Judy Lillis, Linda Nolte, Karen Ritter, John Simmerman, Bob Snyder, Scott Walser, Cindy Webster, Bill Zahn

Call to Order

The meeting was called to order by Cheryl Sarratt, presiding on behalf of Angela Scott and Karen Christensen.

Roll Call

The roll was passed. There were 18 members and 1 ex-officio member present.

Minutes of the March 2006 Meeting

The minutes of the March 9 meeting were approved without changes.

HRS Update

Deb Carley distributed copies of a brochure containing answers to the most commonly asked questions about the State Health Plan's new "NC Smart Choice, PPO Implementation." HRS is sponsoring a series of information sessions on campus, one of which will be held this afternoon. A total of 57 sessions have been planned. Visit the HRS websites for dates, times and locations: <http://web.uncg.edu/hrs/benefits/health/ppo/infosessions>.

The open enrollment period for NC Smart Choice is May 22 – June 30. When the packet arrives at your home, be sure to read it carefully and submit the enrollment form before June 30. Faculty and staff who work 9 month appointments or who will otherwise be out for the summer should return their enrollment forms immediately. In addition, most employees should be careful not to choose the "Basic" plan—it provides less benefits than the current State Health Plan.

If your office/work area would be interested in an on-site presentation about the new NC Smart Choice, please contact Angela Montgomery in HRS.

The new UNCG-Jobsearch is now available. The system provides an online tool for recruitment and hiring. Paper job applications are now a thing of the past. Faculty and staff interested in training labs for the new system should contact Alan Bridge.

Deb also shared a concern from HRS. The Staff Excellence Award has adversely affected the number of nominations submitted for the Bullard Award. Deb suggested that nominations for the Staff Excellence Award be passed along to the Bullard Committee once the award winner

has been chosen. If the Staff Council agrees, publications regarding the award should indicate that nominees not chosen for the Excellence Award will be considered for the Bullard Award.

Lee Odom, co-chair of the Outreach Committee, made a motion that the nominations for the non-winners of the University Staff Excellence Award (see name change under Outreach Committee report) be sent to the Bullard Committee for consideration for the Bullard Awards.

The motion was seconded, voted and approved. This recommendation will require approval from the Chancellor.

Faculty Senate Report

Although Dr. Rosenkrantz was unable to attend the meeting, he forwarded a summary which was read to the council by Cheryl Sarratt. This past academic year, there have been many improvements to the faculty appointment, reappointment and promotion and tenure review processes. In addition, the grade of A+ was added as an option for undergraduate students. The Faculty Senate also passed a resolution to make the campus email system more flexible, allowing emails to be forwarded to other, non-UNCG, email addresses.

Student Government Report

No report.

American Heart Association Presentation

Elizabeth Honeycutt, staff representative for the American Heart Association, praised UNCG for its phenomenal support of AHA's annual "Heart Walk." The AHA tries to build teams of walkers, while maintaining a non-competitive environment. The teams work together and support each other.

Ms. Honeycutt provided a hand-out listing the names of staff members who have already registered for the walk. She also provided "Heart Walk" announcements suitable for sharing with co-workers or posting on a departmental bulletin board. Individuals who raise \$100 will receive a "Heart Walk" t-shirt. Please contact Ms. Honeycutt if you want to add a team or participate with an existing team.

Heart disease is the #1 killer of both men and women. Ms. Honeycutt provided an "Organization Overview" hand-out that provided basic information about AHA's national website, hotline and programs. The website, in particular, has a large amount of valuable information concerning heart disease. Visit www.americanheart.org. The site provides specific information about heart attacks and strokes—ie. how heart attack symptoms for women can vary from those experienced by men. On the site, visitors can also find information to help them discover heart disease and other health risks associated with their own personal family histories.

Chair Update

Although Angela Scott was unable to attend the meeting, she shared her "Chair Update" with Cheryl Sarratt.

The election of officers for next year will be held on Thursday, April 20 at 10:00am in Room 11, McNutt Building.

The "Lemonade on the Lawn," sponsored by the Students First Campaign, will be held May 3 from 2:00-4:00 pm near the Minerva Statue in front of Elliott University Center.

Arrangements for a mini Rape Aggression Defense (RAD) training class will be held on Tuesday, April 25 from 1:30 – 4:30 pm in the Human Resource Services Training Room, 1100 West Market Street. Corporal Rose Smith-Marsh in the UNCG Public Safety and Police Department will provide the training. RAD is a program of realistic self-defense tactics and techniques designed to teach women awareness, prevention, risk reduction, and avoidance, as well as the basics of hands-on defense training. To reserve a place, email Angela Scott.

Banner Finance training sessions will begin on May 1.

May 3 is Excellence Day. The Staff Excellence Awards will be presented during this ceremony. The event begins at 4:30pm in the EUC Auditorium. Please plan to attend, if possible.

Committee Updates

Elections – Deb Hurley

Deb Hurley provided an update on the nominations/elections process. The Staff Council new membership has been elected. There are 14 new and 15 returning members, including 1 non-voting new member and 5 non-voting returning members. Four members are retiring.

Mike Byers, former Staff Council Chair, is assisting with nominations for officers. On April 20, Staff Council will meet to elect officers for next year and a Chair-Elect for 2007-2008. Refer to the Staff Council Constitution to determine who is eligible to vote in the election. This meeting will be held at 10:00am in Room 11, McNutt Bldg. A slate of candidates will be presented, though nominations from the floor are always welcome. If you would like to nominate someone, be certain to talk with that individual in advance to ascertain their interest in the position and their availability to perform the tasks required.

This is a critical time in the history of Staff Council as we elect leadership for both next year and the following year. Please think carefully about the qualities and skills needed to lead this organization and vote accordingly.

Employee Enrichment – Brenda Hemphill/Amy Moore

Brenda Hemphill reported for the committee. Amy Moore is working to schedule a time for the members to meet with Alan Bridge to further discuss the committee's relationship with Human Resource Services.

Finance –

No report.

Outreach – Pat Combs/Lee Odom

Staff Excellence Award winners for this year have been chosen.

To clarify the nature of the award and eliminate confusion with other awards, Lee Odom made the motion that the name of the Staff Excellence Award be changed to the University Staff Excellence Award. The motion was seconded, voted and approved. This recommendation will require approval from the Chancellor.

Public Relations – Cheryl Sarratt

No report.

Information Sharing - Highlighting Staff Council Members:

Linda Bennett works in Telecommunications and Telephone Services as the Telecom Analyst for Students (though she sometimes works with faculty and staff as well). She works to establish telephone services for students, including long distance and voice mail. When she works with faculty and staff, Linda usually arranges moves or disconnections. These are services used commonly by students, but less frequently by faculty and staff.

Linda has worked in Telephone Services for ten years. Over the years, she has also worked as operator and administrative assistant. Prior to UNCG, Linda worked in telecommunications at North Carolina A&T State University. The Telephone Services office is located at the Warehouse on Oakland Avenue.

Jennifer Clark is the Assistant Director of Academic Advising in Student Academic Services. She has worked at UNCG for three and a half years. Changes occur regularly in Student Academic Services (SAS) and Jennifer's position has changed too. She started in SAS working with manual audits and majors/minors.

Jennifer is now an academic advisor. She works specifically with graduation clearance, among a variety of other duties. She also serves as the specific liaison for Nursing, advising pre-nursing majors whose GPA's are below the required 2.7. She works with these students, reviewing their profiles to determine if nursing is still a good option for them. Jennifer also teaches a section of UNS, Freshman Orientation, as well as a course designed for students who are on probation.

In addition to her many other duties, Jennifer coordinates a program designed for students on academic probation. The program assists students who have been dismissed, helping them determine what they must do in order to reapply and return to the University.

Other Business

Cheryl Sarratt acknowledged the valuable participation of staff from all over campus in the recent inauguration of the new UNC system President, Erskine Bowles. It was a very exciting event for the campus. She noted that the Chair of the Staff Council and the Chair of the Faculty Senate were representatives in the UNC delegation.

Adjournment

The meeting was adjourned at 11:15 am.

Respectfully submitted by Mary Early, for Karen Core.

Next meeting: Thursday, May 11 at 10:00am in the Virginia Dare Room.