

**UNCG Staff Council
September 14, 2006
UNCG Faculty Center**

Roll Call

Thirty-two delegates, two guests, and two *ex-officio* members were present.

Attending: (32) Jodi Barber, Linda Bennett, Amy Berrier, Jennifer Clark, Shannon Burks Clegg, Karen Core, Mary Gibbs Early, Joyce Graves, Robin Kallam, Davis Lee, Judy Lillis, Diane Logan, Kevin McLain, Scott Milman, Kathleen Mooney, Amy Moore, Linda Nolte, Lee Odom, Ann Perdue, Jennie Prince, Cheryl Sarratt, Maricia Terrell, Paula Terrell, David Vaughan, Glenn Vignola, Evan Wade, Scott Walser, Cindi Webster, Mitzi Wilder, Mike Williams, Suzanne Williams, and Lori Wright

Absent with notice: (3) Heather Azzu, Brenda Hemphill, Kelly Meris

Absent: (7) Sarah Cottrell, Ray Davis, Willie Dowd, Thomas Everett, Michelle Larsen, John Simmerman, Erma Totten Williams

Ex-Officio Attending: (2) Anna Marshall-Baker and Charlene O'Neil

Guests: (2) Deb Carley, Donna Doby (attending for Brenda Hemphill)

Call to Order

The meeting was called to order by David Vaughan at 10:00 a.m.

Agenda

Jennie Prince moved to approve the agenda, Evan Wade seconded, and the motion passed unanimously.

Minutes

Cheryl Sarratt submitted the minutes with one correction regarding attendance. Jennie Prince moved to approve the minutes and Lee Odom seconded the motion. The minutes were approved with the correction.

Faculty Senate Update – Dr. Anna Marshall-Baker, Chair of Faculty Senate

Dr. Marshall-Baker informed delegates that sustainability will be an institutional focus this year. She noted that “green” design and architecture have been important considerations for UNCG Interior Architecture faculty and students for a long time. A call for nominations of faculty and staff to serve on the University Committee on Sustainability was announced in Campus Weekly at the end of August. The purpose of the committee is to assess our status as a University community concerned with sustainability, propose goals for the University, and suggest strategies useful in achieving those goals. On October 4-6 four members of the University Committee on Sustainability will represent UNCG at an inaugural conference, “The Role of Higher Education in Creating a Sustainable World” in Tempe, Arizona.

David Vaughan encouraged Staff Council members to read the article, “Will Sustainability Take Root?” from the April 2006 issue of Business Officer which was distributed to the group. Copies are available from Cheryl Sarratt, email cssarrat@uncg.edu, phone 334-3601.

Mike Williams, who works in Housing and Residence Life, mentioned that there is awareness of student support for the University’s green efforts promoted by his department.

Lee Odom asked how staff could become better informed regarding campus sustainability efforts and the use of green products and suggested a website could be added to the University homepage. David Vaughan noted that the new Committee on Sustainability would be a standing committee and that suggestions and ideas could be forwarded to Dr. Marshall-Baker at anna_marshallbaker@uncg.edu.

Human Resource Services (HRS) Update – Deb Carley

EPA staff salary increases will be reflected in September paychecks. New PPO insurance cards will be issued before October 1. The NC Flexible Account enrollment process will be online beginning October 3. Human Resources will begin the process of implementing the Banner HR system and celebrated a “kick-off” event September 13. UNCG’s annual “Fallin’ for Fun Fest” event will be Friday, October 20, 10 a.m. – 2 p.m. in the Elliott University Center. Staff service awards will be distributed at 10:00 a.m. Other activities and lunch will follow the awards ceremony. The implementation of career banding had been halted by the legislature; however, administrative support positions will be banded on an accelerated schedule; February 2007 is the deadline.

Cheryl Sarratt inquired about whether efforts would be made to streamline the new PeopleAdmin system. Some aspects of the new position management system work quite well, but hiring managers are being overwhelmed by the volume of applications. Ms. Carley acknowledged that Human Resources is aware of some issues that need to be addressed and will be offering additional training coordinated by Betty Betts in the near future.

Committee Updates

Outreach – Shannon Burks Clegg

Flyers for the Animal Rescue and Foster Program Book Sale were distributed. Other outreach activities include “Light the Night” to raise funds for the Leukemia and Lymphoma Society and the Ronald McDonald House Pop Tab Collection Program.

Employee Enrichment – Amy Moore

A workplace wellness event for staff is scheduled November 13-17. Co-sponsored by Enrollment Services and Staff Council, the event will include a variety of programs and activities in the Elliott University Center. Details will be announced in Campus Weekly. Also, Mary Early has identified a list of “Staff Perks” which soon will be available to staff.

Public Relations – Lori Wright

Volunteers are needed to staff the Staff Council table during Fallin' for Fun Fest October 20. Notepads and pens with the University logo and Staff Council contact information will be distributed to staff attendees compliments of Staff Council this year.

Constitution Review – Suzanne Williams

The Staff Council Constitution Review Committee recommends three modifications to the constitution based on research of best practices among UNC system staff organizations:

1. Change the name of the organization from Staff Council to Staff Senate to develop a sense of equity and collegiality between faculty and staff.
2. Change the method of electing delegates by job classification and utilize the university organization chart to ensure equitable distribution of representatives. Based on a 30:1 employee to representative ratio, representation can grow over time as the university grows. The committee also recommends eliminating the non-voting (alternate) designation so that all delegates have full voting privileges.
3. Enforce the attendance policy to ensure participation and consistent representation. The policy states that any delegate who misses three consecutive meetings may be replaced at the discretion of the executive committee.

Scott Milman commented that the proposed changes are similar to the State House of Representatives with no alternates but a way by which departing members can be replaced.

Lori Wright inquired whether large divisions such as Academic Affairs and Business Affairs would conduct nominations and elections to assure adequate departmental representation. Suzanne Williams acknowledged that such guidelines would be established.

David Vaughan thanked the committee for its work which he said reflects one of the goals he had outlined for the year at the August meeting. He also asked delegates to review the proposed changes thoroughly and provide feedback to the committee so a vote could be scheduled before the end of the semester. He stated there would be an opportunity for more discussion about the proposed changes at the October meeting.

Announcements from the Chair

David Vaughan announced that Karen Christensen resigned from Staff Council effective 9/11/2006 and her term (through 6/30/2007) will be completed by Amy Moore.

The Faculty Senate is considering ways in which the University might support the establishment of domestic partner benefits. Anyone interested in this issue should email David Vaughan.

David Vaughan, Suzanne Williams, Lee Odom, and Karen Core will represent UNCG at the first meeting of the UNC Staff Assembly October 16 and 17.

The Chancellor is asking for feedback regarding whether or not the 4:00 p.m. time for the presentation of Staff Excellence Awards in May is in impediment for staff attendance.

Staff Council members are invited and encouraged to attend the University's Pandemic Flu Preparedness presentation Wednesday, October 18 at 3:00 p.m. in Cone Ballroom A.

Other Business

Davis Lee announced that staff who experience disruptive behavior from students with mental health issues should be encouraged to contact Disability Services for guidance and assistance. There is a growing population of students with autism and other mental health conditions who are struggling with social issues. These disabilities are not an excuse for bad behavior and Disability Services is prepared to assist the campus in monitoring and managing inappropriate conduct.

Adjournment

There being no other business, the Chair called for a motion to adjourn. Lee Odom moved to adjourn, Amy Berrier seconded, and the motion passed unanimously. The meeting was adjourned at 11:00 a.m.

Respectfully submitted by Cheryl Sarratt.

Next meeting: Thursday, October 12th at 10:00 a.m. in the Faculty Center.