

**UNCG Staff Council
December 7, 2006
Faculty Center**

Roll Call

Twenty-seven delegates, three *ex-officio* members, and one guest were present.

Attending: (27) Heather Azzu, Jodi Barber, Linda Bennett, Amy Berrier, Shannon Burks Clegg, Jennifer Clark, Karen Core, Ray Davis, Mary Early, Robin Kallam, Davis Lee, Diane Logan, Kevin McClain, Scott Milman, Kathleen Mooney, Amy Moore, Lee Odom, Ann Perdue, Jennie Prince, Cheryl Sarratt, Maricia Terrell, David Vaughan, Glenn Vignola, Evan Wade, Scott Walser, Mitzi Wilder, Suzanne Williams.

Absent with notice: (3) Joyce Graves, Paula Terrell, Lori Wright

Absent: (4) Sarah Cottrell, Judy Lillis, Mike Williams, Erma Totten Williams

Ex-Officio Attending: (3) Anna Marshall-Baker, Chancellor Patricia Sullivan, Sharlene O'Neil

Guest Attending: (1) Deb Carley

Call to Order

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

Agenda

The motion to approve the agenda was seconded and passed unanimously.

Minutes

Cheryl Sarratt presented minutes of the November 9th meeting. Two minor revisions were noted. Karen Core moved to approve the minutes as amended and Shannon Burks Clegg seconded the motion. The motion was approved.

Guest Speaker – Chancellor Patricia Sullivan

Chancellor Sullivan expressed her appreciation for the many fine things the Staff Council does. She noted that former UNC President, Molly Broad, once remarked on the thoroughness of our reports. She thanked us for offering the Workplace Wellness Week, suggesting that taking care of ourselves makes a better community for all of us.

The Chancellor is very pleased to have a system-wide staff representative body. She believes it is important for the UNC President to know the needs and concerns of the staff, even though some of these issues may not be within the control of the university system. She suggests that we think strategically and be judicious in the issues that the Staff Assembly presents to the President.

The Chancellor moved forward by answering questions from the delegates.

How do we engage people in externally funded units?

The Chancellor stated that the connection of those units is through their leadership (principal investigators and project directors/coordinators). Employees in these areas are invited and included in the usual events and activities the same as staff in state funded positions. To improve communication, we must share our concerns with the unit leaders. Carrying on the conversation, Cheryl Sarratt suggested that the staff make a sincere effort to include in as many ways as possible all new staff members hired in grant-funded positions.

Why does President Bowles want faculty salaries at the 80th percentile?

The Chancellor reminded members that, unlike faculty salaries, SPA salaries are under the jurisdiction of the Office of State Personnel and not the university system. Knowing faculty salaries are an area where he can be influential, Chancellor Sullivan believes the President wishes to make the UNC system more competitive among our peers. The choice of the 80th percentile has history reaching back to former President Broad's tenure. UNCG, and the whole UNC system, compete with our peers for quality faculty and students among our various programs. Dr. Broad hoped to close the gap between our faculty salaries and those in other states. Some UNCG faculty are already at the 80th percentile, while others are not.

In addition to the concerns about faculty salaries in general, President Bowles has shown concern that some universities are funded differently than others on a per student basis. With that in mind, he attempted to acquire monies to correct these funding inequities. When that effort was unsuccessful, he turned his focus to faculty salaries, which will in turn, also effect the funding inequities. Although these efforts will not remove the inequities, they will help to correct them in some areas.

Although the President cannot make changes to SPA staff salaries, he realizes how important it is to advocate on the behalf of the university staff. He recognizes the importance of keeping an experienced staff, without constant turnover. UNCG's own police department was an example of this salary/turnover dilemma. The campus police department hired individuals, trained them, and then they left for jobs with the Greensboro City Police at a substantially higher salary. It is not acceptable to have a security force filled with inexperienced, constantly changing officers.

In an effort to correct the situation, the campus police were the first UNCG department to be banded in the new Career Banding system. In most cases, with career banding, no funding is available for salary adjustments. However, in the case of the university police, the situation was urgent and critical to safety of everyone. Special funds were found, once the banding was complete. The information technology area was the next to pursue career banding. With no funding, only a few positions received salary increases.

Why is UNCG involved in career banding?

Career banding is a classification plan adopted by the Office of State Personnel (OSP) to replace the current classification system by “collapsing” thousands of classifications into fewer more broadly defined “job families.” It is a competency driven, market based system intended to assist managers in the competitive hiring and retaining of competent employees.

The Chancellor and the executive staff, working with Human Resource Services, wants UNCG to be fully prepared to take advantage of any opportunities the new banded system might allow. When career banding officially goes into effect, we would not have time to do the things we are doing now. By doing the work ahead of time, we will be fully prepared and able to enjoy any advantages much sooner than those institutions just starting the process. Once the administrative bands are complete in February, these changes can be implemented for the following year. Any changes in salary will be determined on a case-by-case basis.

Interestingly, President Bowles is considering the feasibility of a university personnel system separate from the OSP. It is perceived by some that career banding is a step in this direction. In reality, there is no connection between career banding and a separate university system. Career banding is an initiative of the OSP, not President Bowles. However, keeping in mind the larger implications, career banding is a primary goal for the university system. It is in the budget as a non-legislative item.

David Vaughan asked Sharlene O’Neil to help the members of Staff Council become informed on the topic of a separate university personnel system. Sharlene will attend a January meeting to start strategizing for legislative items. Deb Carley can share with us the items that currently fall under the jurisdiction of the OSP.

What impact will the PACE study have on UNCG?

The President’s Advisory Committee on Efficiency and Effectiveness (PACE) focused on cost reduction and budget reallocation opportunities within the University system. The recommendations for UNCG require moving funds from non-core areas to core areas. UNCG’s primary core area is graduate education so budget reallocations will result in a substantial number of new graduate assistantships.

Are there any plans for the land on Lee Street across the railroad tracks from the campus?

UNCG will have to consider expanding our borders in the next master plan. Current plans for expansion to the Oakland Avenue Parking Deck have been put on hold. We are waiting to see how well HEAT and Park & Ride can accommodate campus parking and transportation needs. Already HEAT is working very well. We are awaiting the official number of current riders. One staff member indicated a co-worker who is already taking advantage of HEAT for her daily commute.

Cheryl Sarratt, noted that it is nice to have so much campus construction finished, with roadways and most walkways fully accessible again. The noise and disruption caused by the construction appears to be gone. Though no new buildings are under construction, the Chancellor indicated that 4 buildings are currently being renovated—Petty, Brown, Aycock and McNutt. Renovations will begin soon on the Alumni House and then on the Forney Bldg.

***How are things going with part of Eastern High School meeting at the North Campus?
Will their presence delay others from moving out there?***

The Chancellor indicates that there are no immediate plans for that space, so the high school's presence is not delaying any university plans. The school district may not even need the one year extension that is currently in place. Chancellor Sullivan praised the efforts of those who prepared that space for the teachers and students in under 10 days. She commented on the substantial changes and upgrades that had to be made before the students could move in. Wiring had to be done, walls torn out, etc. It was truly an heroic feat on the part of all of those involved.

The Chancellor thanked the staff for all that we do. These things are essential for the way we operate.

David Vaughan noted that the Chancellor has already approved the changes to the Staff Council's name and constitution, as passed at the November meeting.

Human Resource Services (HRS) Update – Deb Carley

The State Health Plan will offer free generic drugs for the 1st quarter of 2007, January through March. We should be receiving information about the offer in the mail.

She praised a job well done in November's staff Workplace Wellness Week.

Supervisor Training will be delayed. We have a new program, Training Trackers. HRS is hoping to form a training advisory group. If you're interested in participating, please sign up.

As we near the time for winter weather, please review the adverse weather policy. It can be found on the home page of the HRS website.

Dates to remember: Pay day is December 21; University closed on December 29.

Committee Updates

Employee Enrichment – Amy Moore

David complimented the committee on the first-ever workplace wellness event. The Chancellor noted this event as an example of the type of activity the Staff Senate should pursue.

Though attendance was not as high as hoped, approximately 125 staff attended the Kick-off event on Monday, November 13. Attendance in the presentations ranged from 0 to 15, with some topics clearly more popular than others. Some of the most popular topics even lasted well past their intended time frame. We also believe that the event helped to increase the number of staff participating in the Red Cross blood drive that week. The blood drive received 15-20 pints per day more than they had anticipated.

Over the next few weeks, the Employee Enrichment Committee and the ESTEAM Committee of Enrollment Services will be evaluating the event by gathering feedback via survey.

Outreach – Shannon Burks Clegg

Shannon announced that the Outreach Committee needs volunteers for the Fox 8 Gifts for Kids program. Also, the deadline to bring gifts for Guilford County's foster children is tomorrow, December 10.

“Staff Senate” tote bags are for sale. The cost is approximately \$13 per bag. Please submit all orders to Karen Core by the February meeting. Watch your email for a reminder and additional details.

Special recognition and thanks to Amy Berrier for her substantial efforts in raising funds for the Ronald McDonald house through the pop tabs program. Her story was recently told in the *Campus Weekly*, but there is really much more to tell. Be sure to continue collecting the tabs and notify Amy or Jennie Prince when you need a pick-up.

Elections – Scott Milman

Scott reported on behalf of the Elections Committee. They have met. Wednesday, March 1, 8:00am-5:00pm, will be the Staff Senate election day. Unlike the mailed ballot process used in the past, elections will be held in person on just one day. A variety of voting sites will be set up including the EUC and the Physical Plant. Absentee ballots will be available.

The committee discussed the possibility of electronic voting. After talking with IT, the group concluded that paper ballots were still the best option.

The committee is working with Dining Services to support the event. They plan to post yard signs and provide “I Voted” stickers. University Graphics & Printing Services will print the ballots.

The goal associated with these changes is to improve the percentage of voters participating in the process. They are also hoping to use the “in person” opportunity to educate staff about the Staff Senate.

The committee is aware that they will have to educate the staff about the election change and publicize the single election day. They will also need volunteers to staff the various election tables around the campus.

Ballots will be counted on March 26.

Additional Business

David announced that the January 17, 2007 meeting from 3-5pm with the Faculty Senate will replace our usual January meeting (originally scheduled for January 11, 2007). It is important that the Staff Council have a high number in attendance as we participate in this joint Staff Council and Faculty Senate meeting. The topics on the agenda include the search for a new Provost (what qualities are most important) and changes to the University's master plan. The meeting will be held in Cone Ballroom A, EUC.

The Staff Assembly is organizing a staff development event for at NC A&T State University on March 8, 2007. We would like to send as many individuals as possible. If you are unable to attend for a full day, please try to attend 1 or 2 sessions or perhaps a half day.

Ideas for session topics should be sent to David as soon as possible.

Adjournment

There being no other business, the Chair called for a motion to adjourn. Shannon Clegg moved to adjourn, Cheryl Sarratt seconded, and the motion passed unanimously. The meeting was adjourned at 11:15 a.m.

Respectfully submitted by Mary Early, Secretary Pro Tempore.

Next meeting: Thursday, February 8th at 10:00 a.m. in the Faculty Center.