

**UNCG Staff Senate  
February 8, 2007  
Cone Ballroom A, EUC**

**Roll Call**

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

*Attending:* (30) Heather Azzu, Jodi Barber, Linda Bennett, Shannon Burks Clegg, Jennifer Clark, Karen Core, Ray Davis, Mary Early, Joyce Graves, Brenda Hemphill, Robin Kallam, Michelle Larsen, Davis Lee, Kevin McClain, Kelly Meris, Scott Milman, Kathleen Mooney, Amy Moore, Lee Odom, Ann Perdue, Jennie Prince, Cheryl Sarratt, Paula Terrell, Erma Totten Williams, David Vaughan, Scott Walser, Mitzi Wilder, Mike Williams, Suzanne Williams, Lori Wright.

*Absent with notice:* (1) Maricia Terrell

*Absent:* (2) Sarah Cottrell, Glenn Vignola

*Ex-Officio Attending:* (2) Alan Boyette, Alan Bridge

*Guests Attending:* (2) Donna Sexton, Trudy Hennings

**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**

Mary Early presented minutes of the December 7, 2006 meeting. David Vaughan noted a correction. The election date should be March 21, 2007. Cheryl Sarratt moved to approve the minutes as amended and Paula Terrell seconded the motion. The motion was approved.

**Human Resource Services (HRS) Update – Alan Bridge**

Alan Bridge, Associate Vice Chancellor for Human Resource Services, distributed two possible holiday calendars for December 2008/January 2009. Each year, the Chancellor asks the Staff Senate for the holiday recommendations for the following year. Alan asked the group to review the calendars presented, consider the variables, and submit a recommendation that he could take back to the Chancellor.

“Plan A” provided holidays beginning with December 25 through December 31 and January 1. January 2 would be a “closed” day. “Plan B” provided holidays beginning with December 22 through December 26 and January 1. December 29 through December 31 and January 2 would be regular work days.

The number of days that can be taken during the December holidays varies, either 4 or 5 days, depending on which day of the week Christmas falls on. Since Christmas is on a Thursday in 2008, we will have 5 days. Considering the timing, Staff Senate can recommend one or 2 “closed” days. Though one “closed” day is most common, there is precedence for two.

A third option was suggested, allowing holidays December 24-December 30 and January 1 along with two “closed” days on December 31 and January 2. Heather Azzu made a motion to present this option to the Chancellor as “Plan C.” Lee Odom seconded the motion.

Discussion followed, including concerns from offices on campus that must work during the holidays. Others involved in registration and new student orientation wanted to be certain that an ample number of working days would exist upon returning to allow for the necessary preparations for the spring semester. Unfortunately, the Fall 2008 and Spring 2009 academic calendars have not yet been established.

Lori Wright proposed an amendment to the motion recommending only December 31 as a “closed” day, with January 2 as a regular work day. The motion passed.

#### **Alan Boyette—UNC Personnel System**

Dr. Alan Boyette, Senior Associate Provost and a member of the Human Resources Advisory Group for EPA, led a discussion regarding the possibilities and challenges involved in creating a UNC personnel system. In comparison with other state university systems, UNC is in the minority in that the universities are managed under a centralized state system. Most university systems are more autonomous.

The Chancellors have long suggested that the UNC system would benefit from having its own system—quicker response times, more flexibility, salary changes, etc. There are two primary options available—moving human resource decisions to a UNC human resources office or to the Board of Governors for each campus. A campus-based system would allow the human resources office on each campus to run themselves. In either case, the universities would likely to continue to participate in the retirement system and other benefits provided for state employees.

Dr. Boyette presented three critical questions for consideration and discussion:

- 1) What attributes do we want in a personnel system?
- 2) What benefits do employees want most?
- 3) What are employees’ concerns?

#### *Attributes*

The suggestion was made that we seek out a different type of health care system, one that acknowledges that university employees are, on the average, healthier than other state employees. Perhaps we could change the mix for retirement contributions, lowering individual contributions, while raising university

contributions. A similar mix change could happen for the cost of health care. Since staff positions across the various campuses are similar, yet may differ substantially from counterparts among other state departments, a de-centralized system could provide more flexibility for change within job classifications, salary ranges, etc. Geographic differentials could also be considered (rural vs. metropolitan). Changes to the performance management system were recommended. Perhaps these changes should not be tied to pay raises. Or, we could consider a merit-based compensation system, possibly including bonuses.

### *Benefits*

Should a new personnel system be UNC system-wide or campus autonomous? Discussion leaned toward campus autonomy, but recognized the security and continuity provided by a larger, umbrella unit. The larger size of a UNC system could also be more cost-efficient than a campus-based system. This type of change, whether campus-based or a UNC system, would empower those closer to us to impact our lives and careers.

### *Concerns*

Since time was limited, only a few concerns were shared. There is a concern about hiring and firing protections. In addition, a concern was shared that the UNC system should be careful not to follow a corporate model.

Needing to move forward with the agenda, David Vaughan asked Senators to continue to consider the issues and respond to Suzanne Williams by the end of next week so she can provide feedback to the Staff Assembly.

### **Trudy Hennings—Update on Career Banding**

Trudy Hennings, Employee Services Director in Human Resource Services, provided an update on the status of career banding at UNCG. It is a very large project, affecting more than half our population.

The initiative by the Office of State Personnel was put on hold to allow the legislature to gather more information. Those that had already been voted on by the OSP Commission were allowed to move forward, if they wished to do so. The Chancellor wanted UNCG to move ahead with the process, but there was very little time. The deadline for submission to OSP was February 1. Our plan was submitted on time and was approved, effective February 1, 2007.

Phase 1 is complete. We are now moving forward into Phase 2 which will give supervisors and managers an opportunity to examine how current positions were “cross-walked”. If they are dissatisfied with the crosswalk, they can provide competency-based reasons for recommending changes. Information sessions for supervisors and managers will be held February 15<sup>th</sup> at 9:00am and 1:00pm. Sessions will include:

- 1) Basic information such as competencies, pay factors, forms, etc. HRS will provide a CD that contains all of the necessary information and forms.

- 2) A trainer from OSP will talk about the differences in the recruitment process for banded positions vs. graded positions.

The Chancellor wants career banding changes made before any legislative pay increases might occur on July 1 so the effective date for change at UNCG will be May 1. It is anticipated that career banding may continue state-wide after July 1, 2007.

Mitzi Wilder asked if HRS was once again accepting re-classifications and salary change requests. Ms. Hennings confirmed that these change requests can be submitted, but indicated that it may take more than the usual 30 days for processing.

### **Other Business**

David Vaughan reminded senators that we will have another joint meeting with the Faculty Senate on April 18. The topic will be sustainability.

Mr. Vaughan explained Suzanne Williams' job change and her subsequent step down from the Chair-Elect position. The Elections Committee has recommended her for a vacant position, representing her new University division (Business Affairs, Business Services – Parking Operations). Also, two senators were selected by the Elections Committee to complete interim terms in vacant seats through June 2008: Linda Bennett (IT, Telephone Services) and Paula Terrell (Chancellor's staff, Athletics).

Since Ms. Williams stepped down as Chair-Elect, Mr. Vaughan opened the floor for nominations for the position. Scott Milman nominated Suzanne Williams. Jennie Prince seconded the motion. With no additional nominations, Mr. Vaughan motioned to close the floor for nominations. Amy Moore seconded. Suzanne Williams was re-elected to Chair-Elect by acclamation.

A final reminder was given that the March 8 meeting is cancelled. If attending the Staff Conference at NC A&T, be sure to contact Lee Odom.

Lee Odom motioned to adjourn, with a second from Scott Milman. The motion passed and the meeting was adjourned at 11:25am.

Respectfully submitted by Mary Early, Secretary Pro Tempore.

### **Next meeting:**

**Thursday, April 12 at 10:00 a.m. in Cone Ballroom A, EUC.**

### **Joint meeting with Faculty Senate:**

**Wednesday, April 18 at 3:00 p.m. in Cone Ballroom A, EUC**