

**UNCG Staff Senate
December 6, 2007 Minutes
416 Bryan Building**

Roll Call

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

Attending: (32), Carol Bell, Linda Bennett, Patty Booker, Kevin Bullard, Ray Carney, Stogie Davis, Kelly Elliott, Trina Gabriel, Michelle Griffin, Judy Guard, Janet Hendley, Sharon Humphrey, Ben Kunka, Michelle Larsen, Scott Milman, Todd Mitchell, Kathleen Mooney, Amy Moore, Lloyd Norman, Ann Perdue, Dean Perdue, Cathy Rothermel, Donna Sexton, Amelia Smith, Paula Terrell, Connie Uselman, Scott Walser, Meredith Walther, Mitzi Wilder, Mike Williams, Suzanne Williams, and Sheryl Williamson.

Ex-officio: (2) Alan Bridge, Sharlene O'Neil

Absent with notice: (11) Heather Azzu, Mary Early, Joyce Graves, Pamela Harrod, Diane Logan, Kevin McClain, Jennie Prince, Cathy Rogers, Cindy Van Laar, David Vaughan, and Lori Wright

Absent: (3) Peter Ashe, Davis Lee, Kathy Watford

Guests: (7) Lois Carney, Bill Cunningham, Colleen Shorn, Snehal Desmukh, Kristina Wright, Delight Morehead and Sheila Gambardella

Call to Order

The meeting was called to order by Suzanne Williams at 10:00 a.m. Suzanne wished everyone Happy Holidays.

Minutes

Amy Moore presented minutes of the November 8, 2007 meeting. Michelle Larsen moved to approve the minutes as amended and Amelia Smith seconded the motion. The motion was approved unanimously.

Human Resource Services (HRS)

Alan Bridge from Human Resource Services reported on the following items:

Background Checks: Beginning in January 2008, all new hires to the University will go through a background check. Brenda Hedrick in Human Resource Services will continue to do the I-9/E-verify process as well as the background checks for all SPA and temporary employees. The office of the Provost will handle all EPA checks. This will be a onetime check. Those personnel working with finances will be subject to a credit check and those who are required to drive a motor vehicle will have a DMV check. Due to the Fair Credit Reporting Act, there will be a very special procedure in place.

Career Banding: The Office of State Personnel and Erskine Bowles office have mandated that all positions must be banded by June 1, 2008. This will occur in several waves of approval, with some positions going through a straight crosswalk to the new position. After Banner HR is up and running, HRS will then review any positions that didn't go through a formal review to see if changes need to be made. This will likely be handled in fall 2008.

There continues to be a freeze on all salary changes and reclassifications until June 1, 2008.

Banner HR will go live on July 1, 2007. There are 87 sessions scheduled prior to its launch.

The Indemnity plan will be going away as of July 1, 2007. There are 600 employees who still have to move over to the PPO.

HR will be moving the week of January 14, 2008 to the first floor of the Mossman Building. Benita Peace, Don Shore, Mary Russell and Jason Morris will be located in 500 Forest. HR training will be held in Bryan 113.

Alan reminded everyone about the Adverse Weather phone line in the event of any winter weather. The phone number is 334-4400.

Alan also reminded the Staff Senate that December 31, 2007 is a university closure day and that all staff will be required to take either vacation or bonus leave.

In closing, Alan reminded the Senate about the Employee Assistance Program which is available to all benefits eligible employees including their spouse, kids and any individual living in their home. Services are available for grief counseling, credit counseling and many other issues.

Provost's Office – Alan Boyette

No report from the Provost's office.

Chief of Staff – Sharlene O'Neil

Sharlene O'Neil presented an update on Chancellor Sullivan. She continues to rest and is doing well; maintaining constant contact with her office.

Faculty Senate – Kathy Crowe

No report.

Student Government Association

No report

Special Presentation – Dining Services Master Plan – Bill Cunningham

Bill Cunningham, Colleen Shorn, and Snehal Desmukh presented the Dining Services Master Plan. A PowerPoint presentation outlining the demographics of the campus and data that was compiled as a result of research and analysis was provided. A copy of the master plan is available at <http://aux.uncg.edu/>. Under News and Announcements, click on UNCG Dining

Services (Click [here](#) to see the UNCG Dining Master Plan Community Summary) to see the full presentation.

In addition, if a member of the Staff Senate or one of your fellow constituents has a complaint, they may send their complaint by going to their website at www.uncg.campusdish.com.

Committee Reports

Communications – Kevin Bullard

Kevin Bullard reported that the committee had met the prior week and the January newsletter was in process.

Elections Committee – Mitzi Wilder

Mitzi Wilder reported that the elections committee has broken into two subcommittees. One subcommittee will be responsible for electronic voting. The other subcommittee is responsible for publicity and coordinating the nominations. The first announcements regarding nominations will be in the campus weekly soon.

Scott Milman announced that we will be able to conduct elections via the internet for an extended period of time. In addition, there will be a designated elections day for staff members to participate.

Employee Enrichment Committee – Janet Hendley

Janet Hendley reported that the committee met with Terri Clark from Development to seek advice on ways to raise funds for the Staff Senate Scholarship as well as the Employee Enrichment Fund. She will be assisting us with putting together a marketing plan.

Employee Recognition Committee – Suzanne Williams for Jennie Prince

The Employee Recognition committee continues to have staff star nominations.

Service Committee

Paula Terrell reported that the Athletics Department would like to invite Staff to a Faculty/Staff Appreciation Nigh to be held on February 7, 2008.

Joyce Graves will be heading up the Fox 8 Gifts for Kids project December 18. Shifts are from 8:15 am – 12 noon and 1 – 4 pm.

Suzanne Williams announced that Karen Haywood is seeking volunteers to assist with commencement. An email was distributed regarding this.

Sustainability

The Staff Senate sustainability committee has been absorbed into the University Committee.

Other Business

Suzanne Williams gave a brief update on UNC Tomorrow. The final meeting will be held today and posted on the UNC Tomorrow website for review. The primary theme is affordability and accessibility for students. Also highlighted are faculty benefits, recruitment and retention and there is a mention of staff in the report.

Linda Bennett had inquired about staff use of Piney Lake at the November meeting. Suzanne Williams reported that due to the climate of the entire UNC System of cost savings, a funding source would be required to make Piney Lake free to faculty and staff.

Suzanne Williams announced that the Recreation Center will be available for free into January 2008. This is an effort to share the benefit of the recreation center and showcase what is available to faculty and staff.

Adjourn

The meeting was adjourned at 11:40 am.

Respectfully submitted by Amy Moore, Secretary.

NEXT MEETING

Thursday, January 10, 2008
10am-Noon
Bryan 416