

**UNCG Staff Senate
January 10, 2008 Minutes
416 Bryan Building**

Roll Call

Thirty-five delegates, one ex-officio member and two guests were present.

Attending: (35), Peter Ashe, Heather Azzu, Ray Carney, Stogie Davis, Mary Early, Kelly Elliott, Trina Gabriel, Joyce Graves, Judy Guard, Janet Hendley, Sharon Humphrey, Ben Kunka, Davis Lee, Diane Logan, Kevin McClain, Gay McDonald, Liz Meeks, Todd Mitchell, Kathleen Mooney, Amy Moore, Ann Perdue, Dean Perdue, Jennie Prince, Cathy Rogers, Cathy Rothermel, Amelia Smith, Paula Terrell, Connie Uselman, Cindy Van Laar, Scott Walser, Meredith Walther, Kathy Watford, Mike Williams, Suzanne Williams, and Sheryl Williamson.

Ex-officio: (1), Sharlene O'Neil

Absent with notice: (9), Patty Booker, Kevin Bullard, Michelle Griffin, Pamela Harrod, Michelle Larsen, Scott Milman, Donna Sexton, David Vaughan, and Lori Wright

Absent: (3), Linda Bennett, Lloyd Norman, and Mitzi Wilder

Guests: (2), Alan Gray and Eliot McCleese

Call to Order

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

Minutes

Amy Moore presented minutes of the January 10, 2008 meeting. Ben Kunka moved to approve the minutes as amended and Heather Azzu seconded the motion. The motion was approved unanimously.

Human Resource Services (HRS)

A reminder was given that HRS will be moving on January 14. The office will be closed for three days.

Chief of Staff – Sharlene O'Neil

Sharlene O'Neil presented an update on Chancellor Sullivan. She is feeling much better.

The Chancellor Search is underway and a status report was given. Suzanne Williams is the staff representative on the committee. Baker & Associates search firm will help facilitate the search

process, assisting with search committee in developing a position description and other documents, seeking referrals, contacting candidates, and conducting reference checks.

The process will go as follows:

- January – forums will be held to solicit feedback from faculty, staff, students, alumni, etc.
- February – position will be advertised and nominations will begin.
- Mid March – applications will be reviewed and screened.
- Late March – top 10-20 candidates will be interviewed by the search committee.
- April – three finalists will be selected by search committee.
- May – three finalists will be interviewed by President Bowles.
- June – President Bowles will recommend new Chancellor to Board of Governors.
- July – Chancellor Sullivan retires.
- August – New Chancellor arrives.

There will be several opportunities for faculty and staff to voice their input. The first employee forums will be held January 23rd and 24th. Additional forums will be scheduled later in the semester. The budget for the entire search process is \$150,000 which includes travel for the candidates, search firm fees, etc. For more information, please visit chancellorsearch.uncg.edu.

Faculty Senate – Kathy Crowe

No report.

Student Government Association – John Bryant

No report

Special Presentation – Prepaid Legal Services – Eliot McCleese, Alan Gray

Eliot McCleese and Alan Gray with Prepaid Legal Services presented information about this benefit to UNCG employees. They shared that there are five areas of coverage:

Preventative legal Services – legal advice, document review, wills, etc.

Motor Vehicle Legal Services – traffic violations, etc.

Trial Defense/Legal Services

IRS Audit Legal Services – tax attorney assistance

Preferred Member Discount – anything not covered above.

They will be on campus January 23 – 25, February 8, 12, 15 and 29. The rates are \$24.95 per month. You can join at anytime or quit at anytime. For more information, go to their website at www.prepaidlegal.com.

Committee Reports

Communications – Kevin McClain

Kevin McClain reported that Lori Wright is producing the January newsletter, but they are in need of content from each committee chair.

A suggestion was made to highlight Chancellor Sullivan in an upcoming issue. Please send suggestions to Kevin McClain. Discussion was held regarding establishing a gift or some type of honorarium for Chancellor Sullivan from the Staff Senate.

Blackboard was upgraded during the Winter break and there have been some issues obtaining prior documents and information. The Senate feels that this is imperative for the archival benefit from placing documents on Blackboard.

Elections Committee

The Elections Committee shared that the nomination form is complete and will be in the upcoming issue of Campus Weekly.

Employee Enrichment Committee – Mary Early

Mary Early reported that the committee will be meeting today to continue plans for the Go Red for Women Campaign and to discuss the upcoming speaker series. In addition, Suzanne Williams noted that she will be meeting with Mary Swantek about the interest in a UNCG license plate.

Employee Recognition Committee – Jennie Prince

The Employee Recognition Committee is gearing up for the Staff Excellence awards and will begin promoting the nomination process in Campus Weekly in February.

Service Committee

Paula Terrell reminded staff about the UNCG Athletics Department Staff & Faculty Appreciation event during the men's basketball game versus the Wofford Terriers Thursday, February 7th beginning at 7pm in Fleming Gym, HHP Building. The first 50 employees to arrive will receive free admission and guest passes are just \$4. Seating is in the reserved section in comfortable padded seats with seat backs and arm rests; tickets are usually \$10. Perks include half priced popcorn with the purchase of a drink and. To get your game tickets, stop by the employee appreciation table outside the gym.

Joyce Graves reported the Fox 8 Gifts for Kids project was held on December 18 and was a success.

Paula Terrill shared that the Relay for Life project will be coming up on April 18. You can register through the website. There is a \$10 entry fee. If you are unable to participate, please consider supporting a UNCG team member with a donation.

Suzanne Williams offered thanks to those who helped with the December Commencement.

Kim Sousa Peoples is coordinating UNCG's participation in the Guilford Heart & Stroke Walk May 31st at Country Park. A volunteer is needed to lead the Staff Senate walk team.

UNC Staff Assembly - Suzanne Williams

The UNC Staff Assembly is beginning to collaborate with the Faculty Assembly regarding insurance issues and domestic partner benefits.

In response to the UNC Tomorrow recommendation that the University system should increase efforts to attract and retain high-quality staff at all levels, the HR Task Force has recommended to President Bowles draft legislation (*NCGS 126, Article 16 University Discretion as to University Employees*) seeking authority to create "substantially equivalent" human resources programs without separating from the Office of State Personnel. Initial priorities include competitive compensation, recruitment and retention. The full report is available online at https://blackboard.ecu.edu/webapps/portal/frameset.jsp?tab=courses&url=/bin/common/course.pl?course_id=_64329_1 and the user ID and password are GUEST.

Sustainability

The Focus the Nation event will be held on January 31. Focus the Nation is coordinating teams of faculty and students at over a thousand colleges, universities, and K-12 schools in the United States to collaboratively engage in a nationwide interdisciplinary discussion about global warming solutions for America. For more information, visit www.focusthenation.org.

There are many sustainability activities ongoing. On Tuesday, January 15, the campus will have Landfill on the Lawn where trash will be dumped on the lawn and sorted to show the amount of waste and what can/should be recycled. In addition, students can vote on alternative energies. There will be workshops on going as well.

News and Announcements

Suzanne Williams announced that at our next meeting, we will have Debbie Schallock here to discuss the University Marketing Plan.

Many senators offered praise for the efforts of the police during the safety simulation exercise.

Connie Uselman announced that on April 18, UNCG will be hosting an Administrative Personnel Conference. It will be from 8 am until 3 pm and it costs \$40 to register. The event will cover a variety of topics including wellness and professional development.

Adjourn

The meeting was adjourned at 11:50 am.

Respectfully submitted by Amy Moore, Secretary.

NEXT MEETING

Thursday, February 14, 2008
10am-Noon in Bryan 416