

**UNCG Staff Senate
February 21, 2008 Minutes
EUC Maple Room**

Roll Call

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

Attending: (21), Peter Ashe, Linda Bennett , Patty Booker, Ray Carney, Stogie Davis, Mary Early, Michelle Griffin, Sharon Humphrey, Kevin McClain, Gay McDonald, Amy Moore, Ann Perdue, Dean Perdue, Cathy Rogers, Cathy Rothermel, Amelia Smith, Connie Uselman, Scott Walser, Kathy Watford, Suzanne Williams, and Sheryl Williamson.

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

Absent with notice: (22), Heather Azzu, Kevin Bullard, Kelly Elliott, Trina Gabriel, Joyce Graves, Judy Guard, Pamela Harrod, Janet Hendley, Michelle Larsen, Davis Lee, Liz Meeks, Scott Milman, Todd Mitchell, Kathleen Mooney, Jennie Prince, Donna Sexton, Paula Terrell, Cindy Van Laar, David Vaughan, Meredith Walther, Mitzi Wilder and Lori Wright

Absent: (4), Ben Kunka, Diane Logan, Lloyd Norman, and Mike Williams

Guests: (2), Terri Clark, and Cindy Hardy

Call to Order

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

Employee Funds

Terri Clark from University Advancement joined us. She reported that 90 million of the 100 million dollar goal for the campaign has been accomplished, with more than \$3-4 million coming from faculty and staff.

She reviewed three funds that benefit staff.

- The Emergency Loan Fund which provides emergency assistance to staff. Over two years this account distributed \$20,352.
- The Employee Enrichment Fund which was established to provide professional development programs for the UNCG community. This account has \$1700 to date.
- The UNCG Staff Senate Scholarship was established to provide support to staff members and their family members for those seeking a degree at UNCG. This account currently has \$9784 and has to reach \$25,000 to be fully endowed.

At our next meeting, there will be a brochure that we can share with our co-workers to educate them about these funds. In addition, a solicitation will be coming from the Faculty and Staff Senate chairs to draw attention to these funds as a part of the annual giving program for 2008.

Minutes

Amy Moore presented minutes of the January 10, 2008 meeting. Mary Early moved to approve the minutes and Ray Carney seconded the motion. The motion was approved unanimously.

Human Resource Services (HRS)

Alan Bridge reported on several updates.

- The open enrollment period for the Health Plan begins March 1 and runs through March 28. The old state health plan which still has 600 members will be discontinued effective July 1, 2008. All UNCG staff and faculty participating must convert to a PPO.
- Banner HR will be implemented on July 1, 2008. Training will run from April – July. All persons involved with personnel will need to attend some or all of these courses.
- Career Banding is on a fast track to get all remaining positions that are still in the graded classifications banded by May 1, 2008. If there are positions that need to be re-evaluated, this will likely be done in the fall.
- The Betty Hardin Award has been established to honor a member of the Business Affairs Division. The application can be found on the web at <http://www.uncg.edu/baf/>.

The Holiday 2009 schedule was presented for discussion and approval. Historically, if Christmas falls on a Tuesday, Wednesday or Thursday, we get 12 holidays. If it falls on either a Monday or a Friday, we get 11 holidays. In 2009, we will get 11 holidays. They are: New Years Day, Martin Luther King Day, Spring Holiday, July 4th, Labor Day, Thanksgiving Day and the day after and four days at Christmas/Winter Break. In addition, we historically have asked the Chancellor to close the University for the additional days that fall between the winter break and New Years Day.

A motion was made by Peter Ashe to close the University on December 30 and 31, 2008. Ann Perdue seconded the motion. The motion was approved.

Chief of Staff – Sharlene O’Neil

Sharlene O’Neil invited all Senators to the Faculty/Staff Senate and retired faculty dinner hosted by the Chancellor on March 19, 2008. If you haven’t received an invitation, let Sharlene know.

The Chancellor’s office sponsor participants in the following leadership programs – Leadership Greensboro, Challenge Greensboro and Bridges. If you are interested in applying to participate in any of these programs, contact Sharlene O’Neil.

EPA Human Resources (Suzanne Williams for Alan Boyette)

Suzanne reported on the UNCG system wide HR Task force. There was an email that went out with links to several documents. UNC Tomorrow recommends that we need to look at the recommendations of the HR task force without separating from the office of state personnel. The group has been challenged to look at the same programs with flexibility and to work within the areas identified – such as recruitment, compensation, merit, etc. Some legislature has been drafted and will go to the legislature in the spring, but will not likely be looked at until the next legislature is in session.

Committee Reports

Communications – Kevin McClain

Kevin McClain reported that the website has been updated with the minutes. Call on this committee as you have needs for publicity.

Elections Committee

David Vaughan submitted an electronic report. Suzanne Williams reminded Senators that there are vacancies that we still need nominees for.

Employee Enrichment Committee – Mary Early

Mary Early reported that the Employee Enrichment Committee had a successful Wear Red Day campaign. Information was distributed; blood sugar and blood pressure checks were available.

We have completed a bi-fold brochure about the two Staff Senate managed funds (the Employee Enrichment Fund and the UNCG Staff Senate Scholarship Fund).

The committee is finalizing plans for a three speaker series to run in early April. These will be brown bag lunches with several top-notch speakers including Dorothy Merchant, Lisa Thomas and Jill Shaw. Details to come at the March meeting.

Connie Uselman invited everyone to attend the Administrative Personnel Conference to be held on April 18. The registration fee is \$35.

Employee Recognition Committee –Suzanne Williams for Jennie Prince

The Employee Recognition Committee is preparing for the Staff Excellence awards and is accepting nominations. In addition, there is a need for a faculty member to serve on the Staff Excellence Awards Committee. Let Jennie know of any potential candidates.

Service Committee – Suzanne Williams for Michelle Larsen

Suzanne shared that the Relay for Life project will be coming up on April 18 and 19. You can register through the website. There is a \$10 entry fee. See Paula Terrell for details.

Suzanne Williams asked Senators to assist with commencement on May 16. To volunteer, contact Abby McCrillis or Karen Haywood.

Kim Sousa Peoples is coordinating UNCG's participation in the Guilford Heart & Stroke Walk May 31st at Country Park.

Campus Recreation presented by Cindy Hardy

Cindy Hardy with Campus Recreation joined us to encourage us to learn more about what is available to Staff and Faculty. Currently it costs \$20/month to have a membership to the Campus Recreation Center. With your membership, you can bring your family on Friday, Saturday and Sundays. And can use Piney Lake for no extra charge.

She provided a handout that highlights all of the programs that the Campus Recreation Department offers. She noted that there are new machines to work out on, that there is a nice running/walking trail with a picnic pavilion that runs behind the soccer stadium.

She offered a special during Spring Break, where staff can come by on Monday – Friday from 11:30 – 1:30 to tour and ask questions.

Discussion was held regarding the parking issues that prevent many staff members from joining the Campus Rec Center. They are looking at options and plan to address these issues as quickly as possible.

News and Announcements

Suzanne Williams reported that the President of the Graduate Student Organization has requested that they be a part of the Staff senate as an ex-officio member just as the President of the Student Government is. This will be voted on in April

Suzanne Williams announced that the Student Health Center has seen an increasing number of flu cases. Just a reminder to wash your hands often and use hand sanitizer when you are unable to wash your hands.

Suzanne Williams shared that several years ago the Staff Senate created a legacy quilt. Suzanne and Sheryl Williams are working to have this hung someone in EUC perhaps in the connector with the library. When they gain approval for this, a dedication ceremony will be held.

Suzanne mentioned several calendar items:

- Tuesday, February 26 from 11 am – 1 pm – there will be a Faculty/Staff Forum for the chancellor Search in the Alexander Room – EUC
- Thursday, March 13 – we will be reviewing materials related to UNC Tomorrow at the Staff Senate meeting.
- Thursday, March 13 from 2 – 3:30 pm – The Event Managers are hosting an Events Planning Fair. This will be held in the Cone Ballroom. It is by invitation only, see Donna Honeycutt if you'd like to attend
- Wednesday, March 19 at 3 pm – there will be a Faculty/Staff open forum to discuss UNC Tomorrow in the Alexander Room – EUC.

We have held discussions about presenting the chancellor with a gift from the Staff and Faculty Senates. The two groups are planning to purchase a piece of pottery for the Chancellor. A card will be available at the next meeting for everyone to sign.

In addition, a group photo will be made at our next meeting – please plan to wear navy/gold/white colors.

Upcoming agenda items include:

- March – UNC Tomorrow
- April – JC Boykin
- May – UNCG Marketing Plan
- June – end of year celebration

Adjourn

The meeting was adjourned at 11:45 am.

Respectfully submitted by Amy Moore, Secretary.

NEXT MEETING

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