

UNCG Staff Senate
August 13, 2008 Minutes
EUC Alexander

Roll Call

39 Senators, 3 ex-officio, and 2 guests were present.

Attending: (39) Patty Booker, Jonathan Britton, Kevin Bullard, Lois Carney, Ray Carney, Mark Coker, Jeffrey Coleman, Joe Dixon, Janet Dunbar, Shelley Ewing, Judy Guard, April Judge, Connie Harman, Janet Hendley, Sharon Humphrey, Brad Johnson, Julee Johnson, Stacy Kosciak, Dale Koutsky, Ben Kunka, Teresa Lewis, Gay McDonald, Liz Meeks, Scott Milman, Todd Mitchell, Ann Perdue, Dean Perdue, Debbie Reynolds, Cathy Rogers, Cathy Rothermel, Donna Sexton, Libby Sexton, Amelia Smith, Connie Uselman, Cindy Van Laar, Karen Ward, Suzanne Williams, Sheryl Williamson, Brian Wilson

Ex-officio: Chancellor Brady, Alan Bridge, Pat O'Rork

Absent with notice: (5) Lee Knight, Amy Moore, Jennifer Oleson, Katie Ostrowka, Kathy Watford

Absent: (5) Peter Ashe, Megan Evans, Lloyd Norman, Judy Smith, Rhonda Strader

Guests: (2) Sharlene O'Neil, Karen Ergott

Call to Order

The meeting was called to order by Scott Milman at 10:00 a.m.

Welcoming Guests

Scott welcomed Chancellor Brady and Karen Ergott to our meeting.

Remarks from Chancellor Brady

Chancellor Brady addressed the Staff Senate with remarks. She stressed teamwork and collaboration and revealed the following as issues that she is committed to addressing and working on this year:

- Strategic Planning and Implementation of the UNCG Tomorrow Plan
- Diversity and Inclusiveness
- Sustainability
- Family Friendly Benefits

Chancellor Brady plans to interact with faculty, staff and students during the day and even at night. She will be attending monthly meetings with the Staff Senate Chair, Scott Milman, and also some Staff Senate Executive Committee meetings.

Presentation: Family Friendly Benefits & Possible Solutions

Karen Ergott, Doctoral Program Administrative Assistant in the School of Nursing, shared her story of searching for quality affordable day care. She also made note of the

Chancellor's newly activated UNCG Benefits Committee chaired by Dr. Christine Murray. Karen then offered a variety of possible strategies to mitigate the child care crisis:

- Resource/Referral Services
- Assistance in Accessing Affordable Care
- Flexible Work Practices
- Sick Child/Emergency Back Up Care
- Partnering with Campus Organizations
- Partnering with Community Resources
- Grants
- Other Programs

Suzanne Williams mentioned the Spartan Swap website and the possibility of creating a similar website for childcare co-op. Brian Wilson volunteered to follow up with the Business Services technology team (Shannon Clegg, Sandy Rogerson, and Robert Walker) to investigate.

Scott Milman announced Ray Carney is chairing the Staff Senate Staff Welfare Committee. Senators interested in serving on this committee are asked to contact Scott.

Minutes

The minutes from July 10 were reviewed. A correction was made in the attendance roster. Brian Wilson was present at the July 10 meeting though he was noted absent in the minutes. With the correction made, the minutes were approved.

Ex-Officio Reports

Human Resource Services –Alan Bridge

- Banner: Updates went live July 1. All went well. SPA salary increases will be implemented this month.
- State Health Plan: While there are no changes in premiums for this year, significant increases are anticipated next year.
- NC Flex: Open enrollment begins in October. Enrollment will be done online; no more paper enrollment forms. Open forums will be held beforehand. There are some new benefit options this year including vision care and cancer care options.
- Career Banding: We are in our 5th year of career banding and are finishing up. All positions were banded as of July 1. In the next months competency assessments will be done on all 324 positions that have just been banded. These must be done by March 1. There will be a review cycle of all previously banded positions after all of these recent ones have been done. On September 2nd and 9th representatives from the Office of State Personnel will be on campus to conduct training on how to do assessments. On September 4th and 11th Human Resource Services will be giving step by step instructions on how to do assessments to supervisors and managers. We do not know how much money will be available for funding these bandings yet, but those in Administrative Support will get funded first.
- Staff Appreciation/Fallin' for Fun Fest: This year's event will take place October 3rd. Chancellor Brady will speak, there will be Staff Service awards, a benefits vendor fair,

and refreshments, including Two Guys with a Skillet, and new Pepsi products to try. Volunteers from the Staff Senate are needed to help with this event.

- New Smoking Policy – Effective August 1st smoking is prohibited within 25 feet of building entrances. http://its.uncg.edu/Policy_Manual/Smoking/
- Secondary Employment – State statutes dictate that employees who hold any type of second job must complete a notification form each year. Human Resource Services has the form on-line under their Forms link. Anyone working for a vendor at UNCG must go to the Chancellor’s office for a signature on the form. Completed forms are kept by department heads.
- SPA Salary Increases: Increases will show up in the September paycheck. SPA employees received 2.75% or \$1100, whichever is greater.

EPA Human Resources – Pat O’Rork

No report.

Chief of Staff – Sharlene O’Neil

- No report for Chancellor Brady, since she was present at our meeting.
- Chancellor Sullivan loves her new office in the MHRA building. Her email address remains the same. Campus Weekly has an article about her last day in Mossman.

Announcements by the Chair – Scott Milman

- Senators were reminded to accept Staff Senate meetings in Lotus Notes.
- Committee assignments were distributed.

Committee Reports

There were no reports from committees, as they have not met yet this year.

Old Business

Housing Move-In is Aug 19-21, 8am-5pm. Sharon Humphrey reported 10 Staff Senate volunteers so far. To volunteer, email Sharon.Humphrey@uncg.edu. If you want to help in a specific area, coordinate with Chris Gregory in Housing and Residence Life.

New Business

Blackboard – The Staff Senate organization on Blackboard has been updated and Scott Milman briefly demonstrated how to log-in. All senators are asked to log-in using their Novell username and password. Staff at large (non-senators) may log-in using a guest account with username “staffsenate” and password “blackboard”. The committee group email function is not working properly so Judy will investigate to fix the problem.

Staff Assembly Update – Suzanne Williams

- Scott Milman is the UNCG representative on the Chairs Committee.
- Suzanne Williams is the UNCG representative on the Executive Committee.
- The Staff Assembly is developing a Distinguished Staff Mentoring Program proposal which will promote networking of staff between universities. Delegates also are developing a proposal for dependent tuition benefits which may become a joint proposal

with Faculty Assembly. Both initiatives will be discussed at the fall meeting of the Staff Assembly then hopefully forwarded to President Bowles for consideration.

News and Announcements

- The Wellness Center offers smoking cessation assistance.
- Ben Kunka reported the Office of Waste Reduction & Recycling (OWRR) has been tasked with moving all the smoking ash bins on campus. They have a plan for getting them all moved away from entrances to the buildings to be in compliance with the new campus smoking policy.
- Ben Kunka reported 23,000 pounds of paper were shredded last month during the shred-a-thon. That is the equivalent of 210 trees! Because of the popularity of this event, the University is considering a contract service provider for regular shredding.
- Faculty/Staff Athletic Passes are \$75 each; limit 4 per employee.
- UNCG Bookstore has dropped prices on textbooks by 5%.
- Donna Sexton announced that University Advancement has met its \$100 million goal and the Capital Campaign will continue for another year.
- Kevin Bullard noted the ITS go live date for iSpartan (Gmail) for students is August 18. Faculty/Staff have accounts at iSpartan for access to Google Applications, but not email. Faculty/Staff continue to use Lotus Notes for email. Student email will be filtered through Postini. If you use Google Calendaring, you will not be able to synch that with your Lotus Notes calendar.
- Chancellor Brady will be speaking at her first convocation at UNCG on August 20 in the newly renovated Aycock Auditorium.

Adjourn

The meeting was adjourned at 11:45 am. Committee Meeting breakouts were held afterwards.

Respectfully submitted by Judy Guard, Secretary.

NEXT MEETING

Thursday, September 11, 10am – 12:00pm in EUC Alexander Room