

UNCG Staff Senate
September 11, 2008 Minutes
EUC Alexander

Roll Call

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

Attending: (41) Peter Ashe, Patty Booker, Jonathan Britton, Kevin Bullard, Lois Carney, Jeffrey Coleman, Janet Dunbar, Judy Guard, April Judge, Connie Harman, Janet Hendley, Brad Johnson, Julee Johnson, Felicia Joyner, Lee Knight, Stacy Kosciak, Dale Koutsky, Ben Kunka, Teresa Lewis, Gay McDonald, Liz Meeks, Scott Milman, Amy Moore, Jennifer Oleson, Katie Ostrowka, Ann Perdue, Dean Perdue, Debbie Reynolds, Cathy Rogers, Cathy Rothermel, Donna Sexton, Libby Sexton, Judy Smith, Amelia Smith, Rhonda Strader, Connie Uselman, Karen Ward, Kathy Watford, Suzanne Williams, Sheryl Williamson, Brian Wilson *Ex-officio:* Pat O'Rork, Rebecca Adams

Absent with notice: (5) Ray Carney, Shelley Ewing, Sharon Humphrey, Todd Mitchell, Cindy Van Laar

Absent: (3) Mark Coker, Joe Dixon, Lloyd Norman

Guests: (3) Cindy Farris, Katie Brown, C. P. Gause

Call to Order

The meeting was called to order by Scott Milman at 10:05 a.m.

Minutes

The minutes from August 13 were reviewed and approved.

Welcoming Guests

Scott welcomed our guests, Cindy Farris, Katie Brown, and C. P. Gause to our meeting.

State Employees Combined Campaign – Cindy Farris

Cindy Farris informed the Staff Senate that the State Employees Combined Campaign (SECC) will kick off on September 17 with a celebration in Cone Ballroom. She is asking 3 things of senators:

1. For us to be informal solicitors to our constituents
2. For us to be volunteers to help with the celebration in Cone Ballroom – see Jennie Prince
3. To contribute to the campaign

Information from Human Resources – Kathy Watford

Senator Kathy Watford had three items to present from Human Resources.

1. Fall'n for Fun Fest – will take place October 3
2. Employee Assistance Program through Deer Oaks (they will have a table at Fall'n for Fun Fest)

3. Jason Morris, HR's training coordinator, is seeking input on training needs that staff have. He is putting together some training opportunities for staff in the next couple of months and welcomes input on other training needs.

EPA Non-Faculty Policy Changes – Katie Brown, Office of the Provost

Katie Brown gave us information on some slight changes that affect EPA Non-Faculty. In 2008 changes to the code were approved and sent to UNCG. These changes were largely editorial changes, and 3 of them affect EPA Non-Faculty. Details of these changes will be available in the Documents area of Blackboard under the Staff Senate organization. If there are questions, contact Katie Brown, kabrown@uncg.edu.

Strategic Planning Committee – Rebecca Adams, Chair, Strategic Planning Committee

Rebecca Adams reported on the Strategic Planning Committee's progress on a new 5 year plan for UNCG. Since the committee has not been formed yet, Ms. Adams reported on the planning process.

- Every 5 years UNCG prepares a strategic plan. The plan for 2003-2008 is expiring.
- The planning process for 2009-2014 has been delayed for two reasons
 1. We were waiting on the new chancellor to start on Aug 1
 2. We were waiting for the UNC Tomorrow guidelines to be developed
- A tentative structure has been developed, along with the names of those who should be appointed to the committee
- The new strategic plan for 2009-2014 will draw on work from the pre-planning committee
- A subcommittee will be formed to prepare the UNC Tomorrow Phase II response, which is due December 1.
- Very tentatively, another subcommittee may be formed to draft the strategic plan based on input from the larger group
- The Strategic Planning Committee will present the basic plan to executive staff in time for the Board of Trustees meeting in April.

Inclusive Community Initiative, Task Force and Open Mic 101 – C. P. Gause, Educational Leadership and Cultural Foundation

ANWOB! – A New Way of Being

Inclusive Community – “Difference is a positive thing.”

C. P. Gause presented a very dynamic and informative synopsis of what will be discussed and experienced at the forum to be held September 17 from 3-5 pm in the Kirkland Room in EUC, entitled “Open Mic 101”. This event is sponsored by the Staff Senate, the Faculty Senate, and the Inclusive Community Initiative Task Force, composed of 26 students, faculty, and staff. Come prepared to participate and have fun (and food.)!

Ex-Officio Reports

EPA Human Resources–Pat O’Rork

- SPA salary upload for August was completed. Pat likened SPA salary increases in Banner to the Olympic relay races, the baton must be passed to many departments at

UNCG. Let Andrea Whitley or Pat O'Rork know if any staff do not see salary increases in the September paycheck.

Human Resources – Kathy Watford

No report.

Chief of Staff – Scott Milman for Sharlene O'Neil

- Sharlene was not present, Scott Milman reported.
- Scott met with Chancellor Brady, who attended her first Faculty Senate, Faculty Business, and Board of Governor's meetings and will attend her first Board of Trustees meeting next week. In her first few weeks here at UNCG, she reported to Scott being most surprised by UNCG's close symbiotic relationship with the Greensboro community.

Committee Reports

Elections – Suzanne Williams

- The deadline for content for the Staff Senate newsletter is Sep 17 at noon. Please send text either in plain text or a Word document, and images in .jpg format. The newsletter will be included with the Oct 1 Campus Weekly. There probably will not be another newsletter until December.
- The Elections Committee has full membership.
- Suzanne reminded senators that attendance at Staff Senate meetings is important, and that if a senator misses more than two consecutive meetings without notice, there will be a review.

Communications – Donna Sexton

- Suzanne Williams is working on the first newsletter for the year.
- The Communications Committee will be meeting next week for the first time.
- Donna met with University Relations staff to discuss communications on campus issues. University Relations asked the Staff Senate to promote a unified university calendar that could be used by everyone.

Service – Judy Guard for Sharon Humphrey

- The Service Committee is planning to meet October 9.
- UNCG Fall Fest – Sept 27 and 28 – we do not need to volunteer for this, but might want to attend
- Staff Appreciation and Fallin' for Fun Fest is coming up October 3, a signup sheet was passed around for volunteers
- Reminder to start collecting pop tabs for the Ronald McDonald House and old eye glasses for the Lion's Recycle for Sight program.

Staff Recognition – Sheryl Williamson

- 2 Staff Stars have been given out

Employee Enrichment – Janet Hendley

- The Staff Perks list online is being updated and will be available at the Staff Senate table on Oct 3.
- Another Brown Bag Seminar series is being planned for the fall and will focus on health and well being. In the spring we may present a Professional Development series.

- Janet reminded us of three funds: the UNCG Staff Senate Scholarship, the Employment Enrichment Fund, and the Emergency Loan Fund. Information on all of these funds will go into the New Employee Orientation packet and the committee is looking at other ways to publicize them.

Staff Welfare – Scott Milman for Ray Carney

- Ray met with Jane Myers, Chair of the Faculty Compensation Committee and Christine Murray, Chair of the UNCG Benefits Committee. They discussed collaboration between the Faculty Senate and the Staff Senate to funnel information to the UNCG Benefits Committee.
- People are being named to the UNCG Benefits Committee. Ray is serving as Scott Milman’s designee to this committee.
- Brian Wilson met with Karen Ergott and those that created the carpool/Craig’s List concept about creating an on-line childcare co-op. This is still in development, but will no longer just be for staff. Faculty, staff and students will all be able to use the list. Novell credentials will be required for access.

Suzanne Williams –Staff Assembly Update

Suzanne informed us of some of the agenda items that will be addressed at the Staff Assembly:

- Staff Benefits
- The Staff Assembly is developing a Distinguished Staff Mentoring Program proposal which will promote networking of staff between universities.
- Sustainability – System-wide Sustainability Committee has been created. A Sustainability Draft Proposal has been created and feedback is due by September 24. The Staff Assembly has a Blackboard organization that can be accessed. The username is **staffassembly** and the password is **blackboard**.

Judy Guard – October 9 Staff Senate Meeting

- A vote was taken to see if senators would rather have the Fallin’ for Fun Fest on October 3 count as our October business meeting, or if they would rather meet on October 9 for a Blackboard training session. The senate voted to meet on October 9 for the Blackboard training session. Judy will set this up and send invitations to everyone for the session.

Announcements by the Chair – Scott Milman

- September 14 – 20 is International Housekeeper’s Week. There are two groups on campus to recognize
 1. Facilities Operations – academic and administrative buildings
 2. Housing and Residence Life – residence halls
- September 17 – 11:30 is the SECC kickoff luncheon with food and silent auction
- September 17 – 3:00 is the Open Mic 101 forum
- September 18 – 1:30 Board of Trustees meeting – all staff are welcome to attend.
- September 27 and 28 – Fall Fest – everyone is encouraged to attend
- October 3 – Fallin’ for Fun Fest

News and Announcements

- Suzanne Williams is looking to improve parking and transportation on campus. She has a Campus Transit Survey available at parking.uncg.edu. Look under News & Updates for a link to the survey. Specifically, she is looking at the Park & Ride Service and the Evening Spartan Chariot service. Phase 2 will look at HEAT, GTA and PART.

Adjourn

The meeting was adjourned at 11:55 am.

Respectfully submitted by Judy Guard, Secretary.

NEXT MEETING

Thursday, November 13, 10am – 12:00pm in EUC Alexander Room (October 9 will meet in McIver 333 for a Blackboard Overview training session)