

UNCG Staff Senate Executive Committee
December 11, 2008 Minutes
EUC Student Conference Room A

Roll Call

Attending: (7) Scot Milman, Kevin Bullard, Judy Guard, Janet Hendley, Sheryl Williamson, Sharon Humphrey, Donna Sexton

Absent with Notice: (1) Suzanne Williams

Guests: (1) Chancellor Brady

Call to Order

The meeting was called to order by Scot Milman at 10:00 am.

Minutes

The minutes from the November 20th meeting were not addressed.

Welcome to Chancellor Brady

Scott welcomed our guest, Chancellor Brady to her first Staff Senate Executive Committee meeting. Committee members introduced themselves to Chancellor Brady.

Announcements by Chair

Scott asked committee members to identify people on their committees that could be tapped to be committee chairs next year. Identifying potential leadership for next year would be helpful to Kevin Bullard, Chair Elect. As there was not an official agenda for this meeting, Scott asked committee chairs to give a brief re-cap of committee activities.

Items Discussed

- *Communications Committee Report: Donna Sexton*
 - The Staff Senate website has had several updates, and continues to be updated regularly by Jonathan Britton.
 - The Staff Stars brochure has been completed.
 - Donna is still waiting to find out about the bulletin board for EUC. Costs should be around \$500 for this board.
 - Newsletters will continue for next semester and will be included in Campus Weekly.
- *Service Committee Report: Sharon Humphrey*
 - Fox 8 Gifts for Kids – sorting and packaging takes place starting next week (week of Dec 15)
 - On-going collection of eye glasses for the Lion's Club
 - MS Walk in Kernersville in April.
- *Staff Recognition Committee Report:*
 - The most recent Staff Star is now posted on the Staff Senate website.
 - Sheryl's committee now has 7 Staff Stars to deliver. Several on the committee volunteered to help deliver Staff Stars if the volume increases to be too much for Sheryl and her committee to handle. Kevin volunteered to help deliver the 7 she has now before the holiday break.
 - Sheryl reported that she needs more star balloons. Donna Sexton said her department uses blue and gold balloons and might be able to donate some.
 - Sheryl prefers having Staff Stars sent in online, rather than on paper, since it makes more work for her to have to type all the information in off the paper copy.

- Scott suggested that we market Staff Stars to students also.
- Staff Excellence day is May 6. How will the budget cuts affect this? Will we still be able to have a luncheon, or will it need to be cut back? Sharon Humphrey said we will know more about this after we find out how much of the budget will need to be cut. Right now it is uncertain how much money will be available in the Chancellor's budget for this event. The Chancellor pointed out that the money saved by cutting back on this event might not be enough to make that much of a difference, and that it might be worth spending for the morale of the employees.
- Sheryl has received space in EUC from William Parrish for the bulletin board, but the cost is going to be around \$500. Because of the cost of renting the rooms in EUC for our meetings is around \$90 per meeting, we do not have much money in our budget.
- *Enrichment Committee: Janet Hendley*
 - The Staff Perks brochure is now listed on the Staff Senate website and will be updated as we learn of more perks. It is also being put into new employee packets.
 - Felicia Felton from Annual Giving is helping the committee promote the Staff Senate Scholarship fund. We must have \$25,000 by 2011 to endow this scholarship. A subcommittee may be formed to look at what the scholarship might be used for, and how it would be awarded, and report back to the senate with its recommendations.
 - The Brown Bag Seminars were a great success and we are getting lots of good ideas from committee members. The committee has decided to do one a month instead of clustering them. The committee will hold one on Finances/Budgeting at the end of January. Scott suggested we could ask a professor of personal finances, or contact the Wachovia at Work program, who also does these types of talks. Committee member Cindy Van Laar is managing the seminars.
 - Go Red for Women – Connie Uselman is coordinating and working with the American Heart Association and Student Health Services on this event. The event will be on February 13 from 10am – 2pm in EUC, to tie in with Valentine's Day. There will be fun activities hosted by the AHA, as well as glucose and blood pressure screenings.
- Other items:
 - The chancellor mentioned that an electronic greeting card focusing on service will be sent out this year for the first time. While the greeting card contains photographs of faculty in service, it does not contain any photos of staff. The chancellor would like to have photos of staff in service included. Donna Sexton is working with Lyda Carpen in University Relations to get some photos of staff engaged in service to include. An example could be the student move-in, in which many staff participated last year. Chancellor Brady stressed that we need to think about this moving forward. That photos should be taken all year and those need to be stored someplace where we know where they are and can get to them.
 - Scott thanked us for our feedback on the Faculty and Staff Retention document. The UNC Staff Assembly is now working on their response and has asked us to send anything that did not get put in our response and which we would like included. Pass these along to Scott. Their response is due by December 25, so we need to get items to Scott next week.
 - Scott asked the Staff Senate at our last meeting to come up with a list of items that we may wish to look at for next semester.
 - Donna Sexton mentioned the recent Blue and Gold day. Perhaps the Staff Senate could help support and embrace that effort. There was much discussion regarding school spirit, athletics, and how Blue and Gold day could be a part of that effort. Kevin suggested that departments or divisions might want to hold their own Blue and Gold days. The chancellor discussed the need to involve and engage the entire campus in athletic events at the coliseum and we discussed some ideas about how that could happen. The committee also discussed communication being a key component to knowing what events are happening on campus. The chancellor revealed that she will be creating blog for the UNCG website, and that changes to the website will be forthcoming. A central calendar was discussed as being a vital piece of this communication strategy.

- The discussion about the bulletin board in EUC brought us back to discussion about the cost of having our meetings in EUC. Without that expense, we could afford the bulletin board and other things too. A motion was made and seconded to move our meetings to Bryan 416 starting in January 2009. The motion passed by unanimous vote. Judy will contact Connie Uselman to see if the remaining dates for this year are available in Bryan 416 and will report back to Scott. It was suggested that we also might move the meetings around campus, holding them in different buildings.
- Judy reminded everyone that the roster must be checked off at every meeting and noted that there were a few senators who had missed two meetings in a row without notifying that they would be absent. Scott asked for those names to be forwarded to him. An item to discuss attendance will be added to the next Staff Senate agenda.

Adjourn

The meeting was adjourned at 11:00 am.

Respectfully submitted by Judy Guard, Secretary.

NEXT MEETING

Thursday, January 22, 10 am – Location TBA