

**UNCG Staff Senate  
February 12, 2009 Minutes  
EUC Alexander Room**

**Roll Call**

40 senators, 4 ex-officio, and 3 guests were present.

*Attending:* (40) Jonathan Britton, Kevin Bullard, Lois Carney, Ray Carney, Mark Coker, Jeffrey Coleman, Shelley Ewing, Judy Guard, Connie Harman, Janet Hendley, Sharon Humphrey, Julee Johnson, Felicia Joyner, April Judge, Stacy Kosciak, Dale Koutsky, Ben Kunka, Teresa Lewis, Gay McDonald, Liz Meeks, Scott Milman, Todd Mitchell, Jennifer Oleson, Katie Ostrowka, Ann Perdue, Debbie Reynolds, Cathy Rogers, Cathy Rothermel, Donna Sexton, Libby Sexton, Judy Smith, Amelia Smith, Rhonda Strader, Connie Uselman, Cindy Van Laar, Karen Ward, Suzanne Williams, Sheryl Williamson, Brian Wilson

*Ex-officio:* (4) Alan Brady, Matt Burke, Pat O'Rork, Rebecca Adams

*Absent with notice:* (7) Peter Ashe, Patty Booker, Janet Dunbar, Brad Johnson, Lee Knight, Amy Moore, Kathy Watford

*Absent:* (2) Joe Dixon, Dean Perdue

*Guests:* (4) Penelope Pynes, Rosemary Wander, Cherry Callahan, Candace Perkins

**Call to Order**

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

**Minutes**

Kevin Bullard presented the January 8, 2009 minutes for approval. Libby Sexton made a motion to approve, Ann Perdue seconded the motion. The motion passed and the minutes were approved.

**Agenda**

Kevin Bullard presented the proposed agenda for the meeting. Ann Perdue made a motion to approve the agenda, and Sharon Humphrey seconded the motion. The motion passed and the agenda was approved.

**Opening Remarks**

Scott reported that while the state legislature is still meeting on the state's budget, Chancellor Brady was representing UNCG at the UNC Board of Governors meeting (Feb 12) in Raleigh. The tuition increase for UNC schools which was previously announced has been reduced and the Board of Governors is discussing how to handle the remaining increase. They are also trying to push for cuts in budget for next year being non-recurring, rather than permanent.

Scott also informed us that Rebecca Adams would be presenting at our meeting as the Strategic Planning Committee chair. Along with her, were Penelope Pynes, Rosemary Wander, and Cherry Callahan. They were there to take notes on the questions we might have about the plan.

## **Presentation on UNCG Strategic Plan 2009-2014: Rebecca Adams**

Rebecca Adams handed out a draft of The UNCG Plan 2009-2014. In her presentation she reviewed the high level elements of the plan and updated us on the status of the plan. The current plan can be viewed on the web at <http://uncgtomorrow.uncg.edu/>.

Senators were encouraged to let other staff know they can comment on it between now and February 20. A revised version of the Plan, incorporating feedback received during this first stage of the process, will be posted for comment on March 4 and will remain on the web until March 13. The final version of the Plan will be posted on April 1. Leadership groups will be given the opportunity to endorse the Plan at various points during April.

Rebecca then asked for Senator's feedback, questions, and concerns about the current draft of the plan.

- Kevin Bullard told us that they are looking for content, not style (i.e. grammar).
- Scott mentioned that if we have constituents that do not have on-line access, we could let them have a paper copy of the draft and then encourage them to give feedback to us and we can relay the info.
- Rebecca encouraged us to let them know if there are places in it where staff or other groups are not included. After that statement, several senators brought up concerns and suggestions, as follows:
  - Cindy Van Laar - Education and Leadership: Staff are not mentioned here. Rebecca thought it was a good idea for staff to be included in this part and says it will be added.
  - Ray Carney – Internationalization: the text says that by 2014 faculty, staff, students WILL possess intercultural skill sets, which seems to be a bold statement. Penelope Pynes, from the Office of International Programs, elaborated on the pyramid model of intercultural skill set. There is a theoretical model that outlines what these skills are, and they can be measured. Rebecca also noted that we were charged with being bold in these statements, and we recognize that we may not achieve all these goals by 2014. We may need to prioritize, or change timelines, or even give up some goals, because of the financial climate.
  - Ben Kunka- reminded us that the plan is not about HOW to implement these goals, but SETTING the goals. Resources will have to be allocated to reach the goals.
  - 5 resources have been identified: administration and staff, faculty, public and private support, facilities, and technology
  - Todd Mitchell voiced concern that resources might not be available, as we have been involved in a lot of new initiatives from President Bowles with no additional resources identified. Rebecca acknowledged that this is a concern.
  - Cindy Van Laar – Promoting continued learning, continuing education, and professional development among staff, given the present financial state. Rebecca acknowledged that this would probably be covered.

- Janet Hendley – Inclusiveness: Does limiting to “North Carolina” limit this? Penelope Pynes acknowledged that the committee has gone back and forth on the wording, but pointed out that North Carolina, and even Guilford County, is really quite diverse, approaching global diversity, but agreed to take the suggestion to look at the wording on this again back to the committee.
- Scott Milman – Education and Leadership – high impact experiences – could we include campus work study? There are a lot of high impact experiences that students are having here on campus. Cherry Callahan commented that so far the examples listed are academically related experiences. The suggestion will be taken back to the committee.

### **Timeline of Plan**

#### **Third Draft – Mar 4 – Mar 14**

This draft will be available to review on the web. Rebecca Adams will come to the Staff Senate meeting on Mar 12 to solicit feedback.

#### **Final Draft – Apr 1 – Apr 29**

Rebecca Adams will be seeking the Staff Senate endorsement of the final draft at the Apr 9 Staff Senate meeting. Sometime in the fall of 2009 she will come back to the Staff Senate to present the final plan.

### **Recommendation to the Chancellor Regarding the 2010 Holidays: Alan Bridge**

Alan handed out a copy of the Suggested 2010 Holiday Schedule.

Because Jan 1<sup>st</sup>, 2011 is on a Saturday, the suggestion is that we take that holiday on Friday, December 31, 2010. That would put our number of holidays in 2010 at 12, instead of 11. We would then have 10 holidays during the year 2011.

One senator questioned why we have to take a day off when the University is closed? Alan informed us that we only get 11 paid holidays, so to have that day off, we would have to take it from another holiday. Employees must use vacation time, bonus leave, compensatory time, or leave without pay to cover the one day the University is closed (Dec 30). There was some discussion about university employees who work during winter holidays, and what happens when the University is closed. Alan pointed out that if employees are scheduled and approved to work during the day the University is closed, then they do not have to report any leave for that day. It will be counted as a work day for them.

There was also some discussion about Memorial Day. We do not get Memorial Day off because that holiday was moved to the winter holidays some years ago. We were reminded we can use vacation leave if we would like to take Memorial Day off.

A motion was made to recommend the proposed calendar to the Chancellor by Ann Perdue and seconded Cindy Van Laar. The motion passed, with one abstention.

## **Ex-Officio Reports**

HR – Alan Bridge

Health Plan Update: Of the 667,000 employees enrolled, 481,000 are not paying a premium. This includes retirees and single employees. Dependents on system are about 187,000. That is one reason why it is so costly.

The UNC system has 70,500 employees on the state health plan of which 44,500 are employees, 26,157 are dependents, and 166,000 are retirees. The biggest group is the public schools. There were 2.15 billion dollars in claims for last year. Currently the health plan is asking for 300 million dollars appropriations to keep it going until Sep 30, 2009. They state that they need immediate appropriations within 60 days.

In addition, the top tier, or most expensive tier, of the health plan is being eliminated next year because it is not cost effective.

There was a lot of discussion among senators regarding the fact that single employees do not pay a premium for health care. Several senators weighed in on both sides of this issue. Alan informed us that the health plan administrators are looking at possibly reducing family coverage premiums based on certain factors which have not yet been identified.

Alan also reported that the state legislature is looking at reducing the current 6 month waiting period between retiring and coming back to work for the state. Legislative analysts say it cannot be removed totally, but they are going to try to get it reduced to 90 days.

On the state of the budget, Alan reported that a 7% cut in budget for 2009-2010 means a loss of about 1600 jobs system wide, 50% are currently filled positions.

We don't know at this point how the national economic stimulus plan will affect North Carolina. North Carolina already participates in E-verify, which is required for states to get any of the stimulus money. E-Verify (formerly known as the Basic Pilot/Employment Eligibility Verification Program) is an Internet based system operated by the Department of Homeland Security (DHS) in partnership with the Social Security Administration (SSA) that allows participating employers to electronically verify the employment eligibility of their newly hired employees.

Alan also discussed furloughing. A furlough is basically mandated time off without pay. North Carolina does not currently have a furlough system, although the Governor supports the idea, and it is being looked into. Anything the state does with furloughs will be in the next budget year, starting July 1.

March and April are the big months for knowing how much money the state will get from sales and property tax. Then they will have a better idea of what the deficit will be.

The University has a RIF policy and there are different procedures for SPA and EPA staff. The policies are available online on the Human Resource Services website at <http://web.uncg.edu/hrs/PolicyManuals/StaffManual/Section11/RIF/> There have been no calls for a RIF, but if anyone has a question about what it is, we can direct them to the info.

### **Committee Reports**

#### Elections – Suzanne Williams

- There are 48 total senate seats, each year ½ rotate off, we serve 2 year terms.
- There are 24 vacancies for 2009-2011 and we have 12 nominations so far. So far there will be one runoff election in HR between Karen Core and Jason Morris. Suzanne is going to send us an email soliciting help getting nominations.
- Senators are able to serve 2 consecutive terms. Senators who are in their first term can opt to run for election again. You must sit out one year if you have served 2 consecutive terms.

#### Communications – Donna Sexton

#### Service – Sharon Humphrey

- Relay for Life Walk on campus on April 24. (Fri) 7pm in soccer stadium, \$10 registration, or free for cancer survivors. More at [relayforlife.org/uncg](http://relayforlife.org/uncg) Sharon is going to register a Staff Senate team. There is a dinner afterwards for cancer survivors.
- MS Walk in Kernersville is Saturday, April 25. The Staff Senate has been registered as a team to walk. We can also volunteer to work this event.
- Heart Walk is May 30. A UNCG team is walking and is on the website, you can join.
- Pink Zone game this Saturday (called Think Pink in the past). UNCG women play Western Carolina, tickets are \$5.00, with \$2.00 going to WCBA and Relay for Life. There are also things you can buy that give proceeds to WCBA and Relay for Life. Cancer survivors can call Jackie Walsh or send email to [jawalsh@uncg.edu](mailto:jawalsh@uncg.edu) and can get in for free, with seats in the MVP section. They must register prior to the game.

#### Staff Recognition – Sheryl Williamson

- They delivered 3 staff awards and have 3 more to be delivered in March. They are going to start delivering on the first Thursday of the month.
- Staff excellence awards are coming up. They are still waiting to find out if there will be a luncheon or a reception.

#### Employee Enrichment – Janet Hendley

- Go Red Day is Feb 13. Please encourage constituents to wear red. Try to get by the Elliott Center during the time from 10-2. There will be fun prizes, and student health will be doing health checks and giving out vouchers for cholesterol checks. Nursing student associations are bringing something for participation, as well as the Health Promotion Committee, and the Nutrition department. This year the word “women” has been taken out of it, because it really applies to everyone.
- Staff Senate Scholarship. Terri Clark from annual giving has been helping with this. We have not worked out yet the mechanism by which people can donate in honor or memory of someone. We have had ideas about how we could raise the rest of the money. One idea

was encouraging all staff to just give \$10, in which case we would have enough to endow the scholarship. The committee realizes that one thing the Staff Senate needs to do is educate staff and faculty about the scholarship and why they should support it. She is working with annual giving on a plan of action.

- Brown bag seminar – The last one was very well attended with good feedback. We're working on one for end of February.

#### Staff Welfare –Ray Carney

- Survey has been completed they are going over final draft. It takes about 15 minutes to complete. They are meeting on the 23<sup>rd</sup> and it should be approved. The survey will be coming out in March. Please encourage constituents to take the survey.

#### **Announcements by Chair - Scott Milman**

UNC Staff Assembly met last Thursday via video conference. Scott Milman, Suzanne Williams, and Ray Carney represented UNCG. Items discussed included the budget crisis. Each campus has been affected differently. Not all campuses have same level of funding.

One current piece of work being done by the Assembly is the drafting of a flex time program for University employees. Basically it would give employees the opportunity to use a flexible work schedule. Idea is that there are certain core hours that employees must work and certain hours that could be flexed. Using this plan, an area within a university might be able to extend coverage, for example, from 6am – 6pm, while allowing employees to work flexible hours. This will be presented to President Bowles for his endorsement.

There was a question from a senator about reduced hours in summer. Scott told us that the purpose of the plan was not to ask for something for university employees, but to show how we could provide something for the universities while at the same time meeting flex time needs for employees. Suzanne pointed out that there are departments on campus that have summer hours, and this is up to each department's discretion. Alan Bridge pointed out that we have had a summer schedule in the past. When Chancellor Brady got here she realized we do not have a flex policy, and has asked for that. Alan Bridge informed us he is putting together an overarching policy that covers flex time.

Cindy Van Laar asked Alan Bridge if it would be possible at some point to put together some data to show employees how budget cuts might affect their paychecks. There was some discussion about the uncertainty at this point of what those numbers would be, but Alan conceded that at some point this would probably be possible to do, using average numbers.

#### **Adjourn**

The meeting was adjourned at 12:00 pm.

Respectfully submitted by Judy Guard, Secretary.

#### **NEXT MEETING**

Thursday, March 12, 10am – 12:00pm in 416 Bryan