

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

Roll Call

34 senators, 4 ex-officio, and 2 guests were present.

Attending: (40) Patty Booker, Kevin Bullard, Lois Carney, Jeffrey Coleman, Janet Dunbar, Judy Guard, Connie Harman, Janet Hendley, Sharon Humphrey, Brad Johnson, Julee Johnson, Felicia Joyner, April Judge, Stacy Kosciak, Dale Koutsky, Gay McDonald, Liz Meeks, Scott Milman, Todd Mitchell, Amy Moore, Jennifer Oleson, Ann Perdue, Dean Perdue, Serena Raleigh, Cathy Rogers, Judy Smith, Amelia Smith, Rhonda Strader, Cindy Van Laar, Karen Ward, Kathy Watford, Suzanne Williams, Sheryl Williamson, Brian Wilson

Ex-officio: (4) Chancellor Linda Brady, Alan Brady, Matt Burke, Rebecca Adams

Absent with notice: (10) Jonathan Britton, Ray Carney, Joe Dixon, Shelley Ewing, Lee Knight, Teresa Lewis, Cathy Rothermel, Donna Sexton, Libby Sexton, Connie Uselman

Absent: (4) Peter Ashe, Mark Coker, Ben Kunka, Debbie Reynolds

Guests: (2) Kristen Carver, Sharlene O'Neil

Call to Order

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

Minutes

Scott Milman presented the February 12, 2009 minutes for approval. Brian Wilson made a motion to approve the minutes and Sharon Humphrey seconded the motion. The motion passed and the minutes were approved.

Agenda

Kevin Bullard presented the proposed agenda for the meeting with a friendly amendment to change the date on the agenda from February 12, 2009 to March 12, 2009. Dale Koutsky proposed a friendly amendment to have the next meeting date amended to April 9.

Brian Wilson made a motion to approve the amended agenda. It was seconded by Cathy Rogers. The motion passed and the agenda was approved.

Opening Remarks

Scott welcomed Chancellor Brady to our meeting today.

Chancellor's Remarks: Chancellor Linda Brady

- We are fortunate to have a lot of loyal friends and supporters of the University. We all have opportunity to help advocate and educate for the University. Handout: The UNCG Network bookmark; A statewide advocacy program of The UNCG Excellence Foundation, located at LegislativeNetwork.uncg.edu. The purpose of this network is to provide fundamental grassroots support for higher education on critical legislative issues.

- Budget: We have been asked to hold back 7% on a one time basis, we had previously planned for 6.5%. We are now at 7% and we have been working with executive staff to identify one time cuts. Also, going into next fiscal year, we are likely to take at least a 7% cut. Economic climate may not improve for at least a year and half. We have been advocating that any cut we take next year be a one time cut, but it is increasingly likely a portion of the cut will be a permanent cut. We don't know the mix at this point and may not know until May of this year.
- Good News: An announcement is coming next week that UNCG has received the largest gift in the history of the University. A gift that is aligned with priorities we have pursued during the Students First campaign. The gift is designated for scholarships with emphasis on need based scholarships, and for faculty support. A press release is being prepared for after Spring Break. It is an anonymous gift and has flexibility that will help us over the next couple of years.
- Chancellor Brady thanked us for our work.

Rebecca Adams: Strategic Planning Committee Chair

Rebecca Adams gave an update on the UNCG Strategic Plan 2009-2014. The most recent version is now on the website. Another feedback survey is online now. One difference between this draft and the previous one is that there is now a preamble. Staff are encouraged to give feedback. Senators should encourage colleagues to look at the plan. The survey will be available online until March 13th. In addition to web feedback, they will incorporate feedback from the presentations that Rebecca is doing. The final version will be posted on April 1. At that time leadership groups on campus will be asked to endorse the plan. Rebecca will be back at our April meeting to ask for our endorsement on the plan at that time. Endorsement means it will be possible to move forward with an operational plan. Executive Staff will work with the Dean's Council to develop an operational plan. There will probably be changes to the plan as a result of that work. It will probably be Fall 2009 before a final plan is ready. Even then, the plan could change over the next 5 years. The Chancellor will revisit the plan each year. This plan will be more flexible than plans in the past have been. The Chancellor remarked that even though it is flexible, there will be no radical changes in the plan. The values that have been identified will not change. The five strategic areas will not change in the course of the plan. What may change are the specific goals and timelines for implementation.

How this version is different:

- There is a preamble in response to comments from the Faculty Senate for more emphasis on research. The Board of Trustees wanted to make sure we kept student experience out in front. Instead of *emphasis on student experience*, it will say *emphasis on vibrant student experience*. Reade Taylor asked the committee to mention emphasis on character and the Provost wanted information on the process of creating the plan included. The preamble is currently in first draft form.
- Vision statement and mission statement: we are waiting for the Board of Governor's response to those. General Administration is currently reviewing.

- Introductory statement to values has been changed to include definition of our community to include faculty/staff, students, alumni and community.
- Changed order of values. Inclusiveness was moved to top of the list.
- Changes in wordings to the values statements, to make them more aesthetic.
- Strategic areas have also been changed. It is now formulated so the core of the plan can be expressed in one sentence.
- Many changes to round bullets, in response to feedback. Workgroups are developing final reports where they will flesh the round bullets out. Final reports will include value statement or strategic area statement and goals, rationale for why they have offered what they have, and they will summarize outreach efforts, and suggest metrics. Strategic area groups will also outline annual target goals for activities and where we want to be on the metrics. These will go to the Advisory Council and executive staff.

Kirsten Craver– Heart Walk

The Heart Walk event is May 30. It starts at 9 am in Country Park in Greensboro. This can be either a 1 mile or 3 mile event. Walkers may bring dogs, family, and friends to walk or run. It is open to everyone in the community. Participants will have the opportunity to take a pledge that they are trying to live a healthier lifestyle. There will be family events, activities for children, and heart disease and stroke survivors recognized. UNCG has been supportive in the past by having walk teams. A walk team means you pledge to help with fundraising. If interested in being a team captain, Staff Senators can contact Connie Uselman or Kim Sousa-Peoples. All proceeds go to fund cardiac and stroke research. UNCG was a recipient of one of the grants a couple of years ago.

Scott Milman – Staff Senate Resolution to Endorse the Inclusive Community Initiative Task Force Definition of Diversity and Inclusiveness as the Official University Statement of Diversity and Inclusiveness

This committee grew out of the Faculty Senate. After many months of work, the committee has come up with a definition and have asked us to endorse it.

There were friendly amendments suggested to change “Faculty Senate” to “Staff Senate”, and capitalize “the university” to “the University” and eliminate “planning” out of “Strategic Planning Plan”

Motion to endorse: Ann Purdue

Seconded: Brian Wilson

Motion passed unanimously.

Ex-Officio Reports

Alan Bridge: HR report

- Furloughs: No new info, but discussion about having legislation introduced to make furloughs legal.

- Health Plan: go to State Health Plan website. A bill has been introduced and is on fast track to be passed by April 1. The Governor has gone into rainy day fund to get funding for state health plan. The state health plan needs \$250 million to keep it solvent until July 1. Expect increases in premiums of 7% - 9% for those with family/dependent coverage. This increase will take place for the next two years. There is no discussion to impose premiums on employee only coverage right now. There will also be an increasing in out of pocket expenses and co-pays. Co-pays are \$20 right now will increase to \$25. They are looking at lowering the cost of maintenance drugs, such as those for blood pressure, cholesterol, etc. to \$4. But expect a small provider network to provide those, likely mail order and a small network of pharmacies.
- Modeling Paychecks: HR has looked into a number of available options for modeling paychecks to help employees get an idea of how much money they will have take home after any pay decreases and increases in costs. The best they can offer is paycheckcity.com. The website lets you put in your state, pay, gross, net, and calculate what your take home is going to be. HR is going to put something up on their website with basic information about how to use that site.
- A flexible work schedule policy has been approved by the Chancellor. It will go in policy manual section 3, and will be in HR news on their website. This policy covers all issues of flex work.
- HRS website now has the Google translator tool, which can translate the page into any language. This will be helpful to employees who do not speak English as their first language.
- Partnerships are being formed with faculty to present scholarly work.
- HR has a Balancing Work and Family Life workshop coming up (handout).
- Allen reminded us of the Employee Assistance Program and gave us a handout on that.

Committee Reports

Elections – Suzanne Williams

- Suzanne will send email to the listserv with elections information.
- Elections will begin on March 19 and end on March 24. There will be electronic, paper and one day of in-person ballots.
- All vacant seats have at least one nominee.
- Officer elections will be at the April Staff Senate meeting. We will be electing a Chair Elect and a Secretary.

Communications – Donna Sexton - No Report – Scott noted they are working on publicity for the Staff Excellence Awards.

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 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.

Staff Recognition –Sheryl Williamson

- Staff Stars – had a record month in Feb. 9 awards, they awarded 7 of those.
- Staff Excellence Awards - they are still looking at finding a date that the Chancellor can host the reception.

Employee Enrichment – Janet Hendley

- Brown Bag seminar coming up on March 18th. Scott Hudgins from the Visions program in the Graduate School is going to be giving a presentation. The emphasis for the next few months is on integrating our resources that we are not aware of.
- Staff Senate Scholarship Update: Originally set up in 2006 by Staff Council with the intention to provide scholarships for staff and their dependents. This is intended to cover additional costs of taking classes at UNCG, apart from the staff tuition waiver. Financial aid will manage how it is awarded. It was also intended that people could contribute and honor or commemorate someone. This has not been implemented and may be implemented by having an “honor roll” on the Staff Senate website. Right now we are in year 3 and we have about \$10,000. In order to endow scholarship we need \$25,000. That means we have 2 years to raise \$15,000. If we do not meet that goal, the scholarship would not be endowed, and we could only award the money until it is gone. Regarding the vending machine scholarship fund, Scott says we need to keep driving forward, while looking to see if there are funds available from other sources such as vending machine funds. At the end of March a solicitation letter will go out in email. The Staff Scholarship Fund will be one of the options. People need to know about the fund before they get that letter. Staff Senators are encouraged to communicate with constituents and let them know why this fund is important. If all staff did a one time gift of \$10.00 we could endow it. The committee would like the Staff Senate to endorse the scholarship’s Statement of Establishment. When it is ready for endorsement, we will pass along to Staff Senators to endorse the resolution. This can be done via email, or by giving a paper copy. Scott will call for a vote. Look for that by the end of tomorrow (13th). Kevin Bullard mentioned that it would be good if the people who actually set the scholarship up would come to a Staff Senate meeting to champion it. Scott mentioned that Development focuses on what percentage of people participate in donating. That the amount is not what is really important, but the level of participation is when talking to other groups. A Staff Senate Scholarship page will be created for the Staff Senate website to list all honorariums and gifts given in memoriam. Scott asked if he could informed whether Staff Senate has had 100% participation. It might be possible to have a table during Staff Excellence day to solicit donations. Scott: staff senators please contact Janet if you have any suggestions about the scholarship.

Staff Welfare –Ray Carney

- The Employee Benefits survey will be ready next week. Employees who complete the survey will have the chance to win prizes. Paper copies of the survey are being distributed to those who do not have access to computers.

Announcements by Chair - Scott Milman

- March 15 at 5pm is deadline for Bette Hardin Award for Excellence in Business Affairs. Anyone who works for Business Affairs is eligible for it. Anyone can nominate someone for this award.

- March 27 Staff Excellence Awards due to Sheryl Williamson. The nomination form can be found off Staff Senate web page.
- May 5: Chancellor's Installation. Scott asks that everyone RSVP to him. We will be walking with Faculty Senate in the processional. Dress is what you normally would wear to work. If anyone feels they would not be supported by their supervisor in this, let Scott know. Assemble at 9 am, processional starts around 9:50, installation starts about 10:00 and will run till 11 or 12, with a reception following in Foust Park.
- Suzanne Williams: UNCG will be participating in a Commute Challenge March 24- April 30. Information will be in campus weekly next week. Emails with more details will be sent. The goal is to have everyone find a more environmentally friendly way to get to campus at least one day.

Adjourn

The meeting was adjourned at 12:08 pm.

Respectfully submitted by Judy Guard, Secretary.

NEXT MEETING

Thursday, April 9, 10am – 12:00pm in 416 Bryan