East Carolina University
2007-2008 Staff Senate Agenda
November 15, 2007
Willis Building
3:30 – 5:00 p.m.

I. Call to Order & Opening Remarks – Chair: Senator Wayne Reeves

II. Roll Call
   A. Roll Call – Secretary: Senator Mary Susan Williams

III. Approval of Minutes
   A. Minutes of October 18, 2007 – Senator Mary Susan Williams

IV. Guest Speaker
   Dr. Greg Chadwick, Associate Vice Chancellor for Oral Health and Interim Dean for the School of Dentistry

V. Comments from the Executive Committee:
   A. Comments from the Chair – Senator Wayne Reeves
   B. Comments from the Chair-Elect – Senator Paula Daughtry
   C. Comments from the Secretary – Senator Mary Susan Williams
   D. Comments from the Treasurer – Senator Amanda Turner

VI. Monthly Updates and Reports / 07-08 Committee Objectives
   A. Communications & Marketing – Senator Michael Dixon
   B. Diversity Committee – Senator Audra Thomas
   C. Human Resource Services Committee – Senator Vickie Glover
   D. Rewards & Recognition Committee – Senator Amanda Pantelidis

VII. Old Business
   A. Smoking
   B. Employee Survey

VIII. New Business
   A. Update on Day Care Facility at ECU

IX. Announcements
   A. Next Staff Senate Meeting / Holiday Social will be held Thursday, December 6, 2007 from 3:30 – 5:00 p.m., in the Willis Building Auditorium.
   B. The Chief Diversity Officer Search Committee has finalized candidates to visit ECU for interviews. Open interview sessions with each candidate will be scheduled with the Staff and Faculty Senates, and ECU’s Community Representatives.
   C. The following Senators have been appointed to the University Benefit Committee: Richard Yakubowski, Christa Radford and Alternate: Roy Newton.
   D. Senator Terri Stansbury is our representative to University Child Care Committee.
   E. The Staff Senate Luncheon with the Chancellor is scheduled for January 30, 2008 @ Mendenhall Student Center Great Room.

X. Adjournment
Rewards and Recognition Committee
October 18, 2007
Willis Building
2:30 – 3:30

In attendance: Amanda Pantelidis (Chair), Harold Coleman, Vicki Johnson, Diane Norris (A), Jackie Petway, Mike Rowe (A), Verna Taft, and Joani Zary.
Absent: Jamie Charles (Chair-Elect) and Christopher Turner (Ex-Officio)

Proceedings:
• Meeting called to order at 2:35pm by Chair, Amanda Pantelidis.
• Last Month’s meeting minutes were approved.

• The committee approved (1) computer loan application.

• The committee has received questions and concerns regarding the current computer loan application as it reads regarding Pay Grad vs. Banded information. The committee will change Pay Grade to highest earned salary in a certain band. Salary will be determined at a later date.

• Centennial Awards will be on March 27, 2008. Dr. Austin Bunch is still our current contact and will be hearing from him soon about forming a committee.

• The committee continues to talk about potential Employee Appreciation Week dates. We are being conscious of Spring Break for ECU and for Pitt County Schools.

• The committee addressed the Easter Egg Hunt topic and it was determined that maybe our committee and the Staff Senate should not be involved in this activity any longer. Chair, Amanda Pantelidis will communicate these thoughts with Staff Senate Chair, Wayne Reeves.

• Meeting adjourned at 3:25pm.

Minutes submitted by Chair, Amanda Pantelidis on November 8, 2007.
Communications & Marketing Committee Meeting Minutes
10/18/2007

Members present: Jennifer Johnson, Mike Dixon (Chair), Johnnie Eastwood, Andrea Bristol (Chair Elect), Bruce Maxwell

- Continued discussion on the revamp of the Pirate Perks program, including the viewing of the online form that Mike has developed. It was decided that the Staff Senate would require each vendor to re-apply to the Pirate Perks program (using a short form vs. the original application).

- Reported that the request for funds to purchase pens for promo purposes was tabled until January by the Executive Committee.

- Each member of the committee was assigned a category within Pirate Perks and given a 3-ring binder with the original paper-based materials on each vendor in that category. It was asked of the committee members that they go through that paperwork and begin to contact the vendors to determine continuing interest in Pirate Perks participation, as well as to receive comments/suggestions from the Perk participant. It was also asked of the committee members that they let the vendor know about the plans to implement an electronic application form and the yearly requirement to fill out an online form to continue participation. It was decided by the committee that we should not contact the vendors until the online form was up and running.
Staff Senate Human Resources Services Committee – October 18, 2007

Present: Phil Hulsey, Judy Melendez, Christa Radford, Diane Rains, Teresa Tripp, Richard Yakubowski

Discussion
- Chancellor Ballard has announced that he has approved a salary increases for all employees making less than $25,00/year.
- In the future, SPA & CSS employee salaries will be made public like EPA salaries.
- UNC Smoke Free Bill – How to implement?

Action Items
- Tuition Payroll Deduction Plan - Committee will check with Cashier/Payroll to see if this option will be available in Spring Semester.
- Career Banding Employee Advisory Committee – Committee will work with Nonie Garcia, HR Classification & Compensation Director, to start this committee.
East Carolina University
Staff Senate
Diversity Committee
Minutes

Date: October 18, 2007
Time: 2:30 p.m.
Location: Willis Building

Members in attendance: Senator Drake, Senator Taft, Senator Thomas

Discussion Items:
• Review Chancellor Diversity Committee meeting minutes
• Review of Dr. Daryl Smith’s visit to campus
• Committee discussed Civil Discourse workshop and the need to have attendance. Committee members who were available to attend were encouraged to do so.
• Committee discussed alternative ways to inform staff about diversity issues that are happening on campus as well as the diversity resources available to the campus.

Action Items:
• Committee will contact Dr. Hardy to see how the Staff Senate Diversity Committee can assist with diversity efforts on campus.
• Choosing a date to set up a table at Wright Place for the committee to disseminate diversity information to campus.
East Carolina University
PACE Committee Representatives

Chair:  Steve Duncan  A&F
Sec:     Kim Walters   A&F
Barry Brickman  Athletics
A. Scott Buck   Business Services
Austin Bunch   Academic Affairs
George Harrell  Campus Operations
Anne Jenkins   Financial Services
Todd Johnson   Student Life
Bill Koch       Environmental Health and Safety/Parking
Don Leggett     University Advancement
Joe Norris      ITCS
Patrick Pellicane  Graduate School
John Toller     HR
Gary Vanderpool  Health Science Campus
President’s Advisory Committee on Efficiency and Effectiveness
PACE

BACKGROUND: President Bowles Announces Initiative

President Bowles “Scrubs” UNC-GA (10% Savings)

- Personnel Based
- Some Reinvestment

Schools Evaluate Core Spending

- Teaching
- Research
- Public Service

Approximately 50% of ECU funds spent for Core

- Consistent with other universities
- Core and non-core expenditures review
Background:

- Chancellor Ballard Challenges ECU
  - Find Efficiencies
  - Improve Effectiveness
  - Re-direct funds to core
    - Classroom quality
    - Student Access
    - Student Success
    - Community Service
    - Research
PACE

Grouping

- Streamlining
- Energy Conservation
- Eliminate Redundancy
- Short Term
- Long Term
PACE

- Review by Executive Council
- Review Process by PACE Committee
  - 2007 Items
  - 2008 and Beyond Items
  - Deletes
Major Categories
- BSOM
- Academic Affairs
- University Advancement
- Human Resources
- Facilities Services
- Student Life
- IT

Savings Identified

Efficiencies Identified

Re-Investment Identified
PACE

- Savings
- Cost Avoidance
- Core Reinvestment
- Auxiliary Savings & Adjustment
PACE (FY 08 & Beyond)

- Items Identified
- List “Pared”
- Assignments Made
- Follow Up & Review
Questions???