I. Attendance:


Absent: Carolyn Belch, Mardie Bullock, Ellen Finch (Excused), Amanda Johnson (Excused), Alice Martin, Wayne Reeves, Pat Tutino (Excused)

Ex-Officio Advisors Present: Damon Davis for Taffye Clayton, Gwen Green, Robin McKinnon-Wilkins, Jim Mullen, Elizabeth Reilly, Karen Summerlin, Chris Turner

Ex-Officio Advisors Absent: Robyn Galloway, Angela Moye, John Toller

II. Call to Order

Senator Wilson welcomed everyone and called the meeting to order at 3:30 p.m.

III. Special Order of the Day

A. Roll Call

Senators Daniels and Rowan called roll of the Staff Senate.

B. Senator Wilson welcomed Bill Koch, Director of Environmental Health & Safety, to the Staff Senate meeting. He gave a brief overview of the progress of the Smoking Task Force.

- In 1990 the Board of Trustees approved a policy to prohibit smoking in all ECU facilities.
- In 1993 the State legislature passed a bill that allows state agencies to prohibit smoking in buildings related to health care, health education and child care. All other facilities must provide 20% of space for separate smoking areas, except assembly areas which must only provide space in their lobby areas for smoking.
In December 2004 the Faculty Senate passed a smoking resolution recommending the Chancellor create a policy that moves smoking areas from high traffic areas such as building entrances.

- Designated areas will be established with appropriate signage and education. The designated areas will be away from high traffic areas and shelter from the elements.
- The Smoking Task Force is working to create an educational campaign and a smoking cessation program.
- The Chancellor will be putting out a memo to inform the campus community about the progress of the Smoking Task Force.
- Encouraged everyone to work together to respect the rights of each other.
- The Smoking Task Force is working with the UNC Office of the President on smoking issues.

C. Minutes of May 12, 2005 & September 22, 2005

Senator Daniels reported that the minutes from May 12, 2005 and the September 22, 2005 Staff Senate meetings were distributed to members and via Announce and Health Sciences Announce on October 11, 2005.

The minutes were approved as written.

D. Ice Breaker

Senator Rowan asked the Staff Senators to introduce themselves by stating their name, which department they worked in, and how many years they had been employed with ECU.

IV. Comments from the Executive Committee

A. Comments from the Chair, Kim Wilson

Welcomed Joani Zary as a new Senator to the Staff Senate.

Announced that two other Senators had resigned and we will be working to replace those Senators.

Encouraged the Senators to participate on University wide committees. This is an excellent opportunity for the Staff Senate to get involved and make our views count within the University.

B. Comments from the Chair Elect, Alise Rowan

Reminded the Committees to work on their job descriptions.
At the Staff Senate Retreat in August, a suggestion was made to encourage divisional Senator meetings (monthly or quarterly). This is another opportunity to provide networking among each other. If you are interested, please contact others in your division.

The Health Sciences Division has a constituency list where the division is divided up among each of the Staff Senators that work in the Health Sciences Division. Each Senator is responsible for networking with their constituency and communicating with them about the Staff Senate. If the other divisions are interested in setting up a constituency list, please contact Senator Rowan.

C. Comments from the Secretary, Christy Daniels
None

D. Comments from the Treasurer – Darlene Garland
Senator Garland presented the Treasurer’s Report with an available fund balance of $3,202.08 which did not include expenditures for refreshments for the September 22 or October 20, 2005 Staff Senate meetings.

V. Monthly Updates and Reports

A. Committee Reports

1. Communications & Marketing – Ann Weingartz, Chair
   See attached committee minutes.

2. Diversity – Petra Rouse, Chair
   See attached committee minutes.

3. Human Resource Services Committee, Alice Martin, Chair
   See attached committee minutes.

4. Rewards & Recognition, Leigh Cobb, Chair
   See attached committee minutes.

VI. New Business

A. Recap of Meeting with the Chancellor

Senator Wilson read the memo from the Chancellor sent to the Vice Chancellors, Deans, and Directors which requested supervisors to be
supportive of the Staff Senate and those employees who are serving on the Staff Senate.

Senator Wilson shared responses from Austin Bunch on the questions raised to the Chancellor at the September Staff Senate meeting.

What happens if employees are required to come to work during a bad weather event and then can’t get home? Does ECU have contingency plans for allowing them to stay in a residence hall or somewhere else?

Response from Jim Mullen:

There is a contingency plan for severe weather events. According to Bill Koch there is a plan that was developed between Environmental Health & Safety, Student Life and Campus Operations. When certain groups of employees are needed to stay on campus, Dining Services is prepared to feed them and Housing is prepared to provide overnight accommodations if needed.

Can supervisors require employees to stay at work, if they get here, even though the university is closed?

Response from John Toller:

The second question needs some checking regarding past practice, however, I can tell you from several conversations with employees and supervisors during and after our Ophelia closing that non-essential staff were not "required" to stay if they expressed reason not to.

What provisions are being made for employee parking at BSOM since the new construction will be taking up current parking space, especially the Cardiovascular Institute (CVI)?

Response from Johnnie Eastwood with collaboration from Gary Vanderpool:

The plan is to change the parking in the current B3-zone lot nearest the Brody Health Sciences Building from B3-zone parking to the A3-zone parking. The remaining two lots to be B3-zone parking (one lot is currently B3-zone parking the other is currently C-zone parking). B3/ B4 zone parking will also be in the new lots nearest Highway 43 facing the new Allied Health, Nursing, and Library Building and in the lot behind the new building. A new A5-zone parking designation will be created for the lot closest to the new-library entrance. The CVI project will impact the G-north lot in that C-zone parking will be limited to approximately 352 parking spaces in the western portion of the existing G-north lot. A portion
of the existing G-north parking lot will be re-designated as patient parking. A new A7-zone will be created for the parking between the CVI and Warren Life Sciences buildings.

Senator Wilson also gave a brief overview of the Executive Committee’s meeting with the Chancellor:

- Incentives for employees using ECU Physicians (ex., call ahead waiting and discounted prices)
- Hospital perks vs. ECU perks (ex., cost of athletic tickets, parking prices on the West campus vs. PCMH parking prices)
- Cost of parking on main campus and limited parking spaces.
- Incentives for essential employees who work when the University is closed due to hurricanes or snow. (ex., vouchers to the Dowdy Student Store or Dining Services on campus)
- Resubmission of the resolution to expand the in-state tuition waiver to allow at least 3 courses per employee per academic year as well as reduced tuition for spouse and/or dependent child(ren) of permanent ECU employees. Senator Wilson is working with Staff Senate Chairs in the other UNC institutions to submit a proposal to the UNC Office of the President.
- Perks for SPA/CSS employees (ex., reduced rate to the Student Recreation Center, flexible work schedules, discount on athletic tickets, discount for dining services, vouchers, and give staff their birthday off when they receive outstanding on the performance evaluation)

Senator Wilson shared that new employees or families that move from out-of-state immediately get in-state tuition. This is effective July 1, 2005. They no longer have to wait 12 months to receive in-state tuition.

VII. Announcements

A. Next Staff Senate Meeting will be held on Thursday, November 17, 2005 from 3:30 – 5:00 p.m. in the Willis Building.

VIII. Adjournment
Senator Wilson thanked everyone and adjourned the meeting at 4:55 p.m.