East Carolina University
2006-07 Staff Senate
Minutes of November 16, 2006
Willis Building Auditorium

I. Attendance:


   Ex-Officio Advisors Present: Robyn Galloway, Gwen Green, Robin McKinnon-Wilkins, John Toller, Chris Turner, Ashley Worthington

   Ex-Officio Advisors Absent: LaKesha Alston, Taffye Clayton, Lee Ann Goff, Karen Summerlin, Angela Moye, Jim Mullen

II. Call to Order
   Senator Cobb welcomed everyone and called the meeting to order at 3:30 p.m.

III. Roll Call
   A. Roll Call:
      Senator Daniels called roll.

IV. Approval of Minutes
   A. Minutes of October 19, 2006
      Senator Daniels reported that the minutes from the October 19, 2006 Staff Senate meeting were distributed to the Staff Senate, Announce, and Health Sciences Announce. She reported that there was one correction to the minutes. LaKesha Alston, Ex-Officio, was present at the October meeting. The minutes were unanimously approved as corrected.

V. Special Order of the Day
   A. Bone Marrow Drive in honor of Lynn Burroughs
      Joanne Tyson and Robyn Galloway presented information about the Bone Marrow Drive in honor of Lynn Burroughs on Thursday, November 30, 2006 from 10:00 a.m. – 2:00 p.m., at Mendenhall Student Center Multipurpose Room and Brody 2W50.

   B. Open Forum – John Toller
John Toller shared information about Career Banding. He reported that Institutional Services will be done before the end of the year. The Administrative Support Services category had the transfer of job titles first and the next step is the post implementation review which will be done to collect information about the positions in that category. Staff can go to their supervisor to request a review of their job description. He reported the new PES system will be independent from Banner. It will go up no later than February.

VI. Comments from the Executive Committee

A. Comments from the Chair, Leigh Cobb

The American Heart Association walk was a huge success. Senator Cobb recognized the team leaders from Staff Senate. The teams raised a total of $2,614.77.

The Chancellor’s Luncheon will be on Wednesday, November 30, 2006. A sign-up sheet was circulated.

Reminded the Staff Senate that the American Red Cross Blood Drive will be on Tuesday, November 21, 2006 from 10:00 a.m. – 4:00 p.m., at the Brody School of Medicine, Rm. 2W40.

The Action Committee is working on finding additional ways to recognize employees who receive outstanding on their performance evaluation. The Chancellor would like to continue to have the ice cream social but have it on both the East and the West campus. The Action Committee is working with the Fine Arts Department to get discounted tickets for the performing arts; the ECU Student Store to offer a choice of several items to employees; and the Athletic Department to offer basketball tickets. Chancellor Ballard and Vice Chancellor Kevin Seitz are very supportive of this and would like it to be implemented by Spring 2007.

At the request of the Staff Senate, Vice Chancellor Seitz has agreed to offer an open forum to discuss the Medical Faculty Practice Plan.

B. Comments from the Chair Elect, Tandy Dunn

Senator Dunn shared information about the 12th Annual Cheer Drive. Boxes are in some departments and in Joyner Library.

Senator Dunn shared information about the UNC Staff Assembly. Information about changes to the written by-laws and constitution will be forthcoming to the Staff Senate for review. All we are asked to do is to ratify the changes.

C. Comments from the Secretary, Christy Daniels

No report.

D. Comments from the Treasurer – Judy Tucker

Senator Tucker presented the Treasurer’s Report. An additional $800 dollars to the Chancellor’s Discretionary Account has been approved by the Chancellor so the Staff Senate can purchase t-shirts. Also, there is ample money in the Chancellor’s Discretionary Account to provide refreshments for the Staff Senate holiday social in December. Heavy hors d’oeuvres will be purchased and each Senator can sign up to bring their favorite dessert.
VII. Monthly Updates and Reports

A. Committee Reports

1. Communications & Market Committee– Michael Dixon, Co-Chair

See Attached Committee Minutes

Senators Tucker and Cobb shared the sample t-shirts to the Staff Senate in the absence of Senator Johnson. The Staff Senate made the decision to go with the pre-shrunk “ECU purple” t-shirt which cost $14.50 per shirt. The Staff Senate also decided to go with the “block” lettering in gold stitch. Plans are to order the t-shirts and have them here by the January meeting.

2. Diversity Committee – Doreen Strayhorn, Chair

See Attached Committee Minutes

3. Human Resource Services Committee – Wayne Reeves, Chair

See Attached Committee Minutes

4. Rewards & Recognition Committee, Amanda Pantelidis, Chair

See Attached Committee Minutes

Special Guest – Dr. Austin Bunch:

Senator Pantelidis, Chair of the Rewards and Recognition Committee, welcomed Dr. Austin Bunch to the Staff Senate meeting. Dr. Bunch has been working with the Rewards and Recognition Committee on a proposal for new awards and the process for the awards. Dr. Bunch shared information about the Centennial Awards for Excellence. This will be University wide recognition. There will be 4 characteristics – Service, Leadership, Ambition, and Spirit. The Centennial Awards for Excellence will replace the previous awards known as the Founders Awards (given for outstanding service); the Synergy Awards; and the Chancellor’s Awards for Excellence. The awards will be given annually with up to 3 recipients per category. The recipients will represent 1 staff member, 1 faculty member, and 1 other recipient (a member of the administration, a second staff member or a second faculty member). The selection process will be the result of peer nominations and selection by the Centennial Awards for Excellence Committee. The committee will be made up of ten representatives from faculty, staff, and administration (currently members of the Staff Senate Rewards and Recognition Committee and members of the Founders Awards, representing faculty and administration. Recognition is provided through a cash award of $500 per recipient, a certificate, and announcement of the award at an institution-wide event during the annual Founders Day ceremonies. During the years 2007-2009, the awards would be known as the Centennial Awards for Excellence.

VIII. Old Business

None
IX. New Business

   Holiday Social & Gift Exchange – Leigh Cobb

   A. Senator Cobb shared that the Holiday Social will be held at the end of the December Staff Senate meeting. She asked the Staff Senate if there was interest in having a gift exchange. Each Staff Senator would need to bring a $5.00 gift. Consensus of the Staff Senate was to have a gift exchange at the Holiday Social.

X. Announcements

   Senator Cobb reminded the Staff Senate of the announcements listed on the agenda.

   Senator Tuner announced the Creative Gifts Gala benefiting First Born Community Development Center will be on Saturday, November 18 from 10:00 a.m. – 4:00 p.m. at the Greenville Masonic Temple. Admission is $1.00 or canned goods.

XI. Adjournment

   Senator Cobb thanked everyone and adjourned the meeting at 5:00 p.m.