East Carolina University
2008-09 Staff Senate
Minutes September 18, 2008
Mendenhall Student Center, Multipurpose Room
3:30 – 5:00 pm

Attendance:

Present: Cornell Allen, Harold Coleman, Michael Corso, Angelo Daniels, Paula Daughtry, Robbie Dunbar, Johnnie Eastwood, Rosalie Farley, Andre Franklin, Michelle Gibbs, Lisa Graepel, Mimosa Hines, Phil Hulsey, Karen James, Del Kingsland, Angela Marshall, Amanda Pantelidis, Gloria Potter, Christa Radford, Towanna Rouse, Mike Rowe, Verna Taft, Audra Thomas, Kay Thomas, Teresa Tripp, Mary Susan Williams, Rick Yakubowski, Jennifer Yandle, Ken Yarnell, Joani Zary

Absent: Andrea Bristol, Leigh Cobb, Tamara Congdon, Kimberly Corbett, Tim Daughtry, Shonda Drake, Melissa Francis, Vickie Johnson, Jon Lancaster, Scott Lane, Barbara Little, Jean Merenda, Duywuna Millner, Mark Parker, Joyce Platt, Diane Raines, Mattie Wallace, Michelle Wallace, Kim Walters

Ex-Officio Officers: Present: Wayne Reeves, Karen Summerlin John Toller, Chris Turner, Ashley Worthington

Ex-Officio Officers: Absent: Catherine Adams, LaKesha Alston, Taffye Clayton, Robyn Galloway, Lee Ann Goff, Gwen Green, Sara Lilley, Jim Mullen

I. Call to Order
Senator Paula Daughtry welcomed everyone and called the meeting to order at 3:40 p.m.

II. Roll Call
A roll call was performed by Senator Amanda Pantelidis to ensure accurate attendance records.

III. Approval of Minutes
Senator Amanda Pantelidis reported that the minutes from the August 12, 2008 meeting were distributed to members via ECU Staff Official. The minutes of August 12, 2008 were approved as written.

IV. Guest Speaker: Diversity Office – Kimberly Baker-Flowers, Chief Diversity Officer
The Office of Institutional Diversity is motivated to bring new, creative ideas to be your partner in diversity initiatives. This year we will move forward with a theme of Activism; in whatever form it takes whether it is political, social, environmental, etc. We strive to encourage the spirit of advocacy and dialogue.
The Office will move forward this year with the foundational structure that makes the commitment that every program/initiative will: be cognizant of k-18 implications/connections, will include the invitation/participation of the Pitt County community and will always be inclusive.

There are many new and exciting programs occurring on the ECU campus and I encourage you to take part in all that you can. Our goal is to engage, encourage and motivate participants to become diversity advocates in whatever arena you are most passionate about.

The Office of Institutional Diversity has created an ambitious strategic plan that we can only achieve through collaboration across campus. We are always open to suggestions, different perspectives and ideas to meet challenges. All of OID’s activities will be conducted within the frameworks of the goals established by ECU and UNC Tomorrow. (See Handout 1)

We are also proponents of success. Success by our standards equals an environment/culture that supports and encourages your goal-achievement. Please do not hesitate to stop by our office for further discussion about your ideas or suggestions. http://www.ecu.edu/cs-admin/ecudiversity/upload/fall_calendar-2.pdf

V. Comments from the Executive Committee

A. Comments from the Chair – Senator Paula Daughtry
   1. UNC Staff Assembly Oct 9-10 in Chapel Hill, NC. Attending will be Wayne Reeves, Phil Hulsey, and Angela Marshall.
   2. 2008 Down East Heart & Stroke Walk is underway. The event is on October 11, 2008 at Greensprings Park on 5th Street in Greenville. So far ECU has raised $1,400 and striving to meet the $2,400 goal.

B. Comments from the Chair-Elect – Senator Johnnie Eastwood
   1. Committee Chairs are to formalize and forward via email their Committee Goals for 2008-09 to Johnnie Eastwood this week.

C. Comments from the Secretary – Senator Amanda Pantelidis
   No Comments

D. Comments from the Treasurer – Senator Andrea Bristol
   No Comments

VI. Monthly Committee Updates and Reports

A. Communications & Marketing – Senator Mary Susan Williams
B. Diversity Committee – Senator Audra Thomas
C. Human Resource Services Committee – Senator Rick Yakubowski
D. Rewards & Recognition Committee – Senator Joani Zary
E. Ad-Hoc Committee – Senator Robbie Dunbar
VII. Old Business

Continuation of Top 10 Employee Survey Comments – (See Handout 2)

✓ Topic #1 – Lack of Understanding about Career Banding
  • More understanding that Evaluations & Competency Assessments are important.
  • Be more transparent about how the Department plans to implement a salary plan for raising everyone to Market Rate.
  • Is it true that New Hires make more than current employees?
  • Increase communication
  • Create guidelines for Supervisors “A Script”
  • What are competencies used for?
  • Communicate the process…Who & Why?

VIII. New Business

Staff Senate Constituency (See Handout 3)

IX. Announcements

A. Next Staff Senate meeting will be on Oct 16 2008 from 3:30 – 4:30 pm, MSC Multi-Purpose Room. Committee meetings will be from 2:30 – 3:30.

X. Adjournment at 5:00 p.m.
ECU Staff Senate  
Communications & Marketing Committee  
Meeting Minutes  
September 18, 2008

**Members Present:** Mary Susan Williams (Chair), Karen James (Chair Elect), Mimosa Hines, Michael Corso, Kay Thomas, Rosalie Farley

Members Absent: Diane Raines, Mattie Wallace, Lisa Dozier, Jean Merenda, Duywana Millner

Topics of Discussion:
- Established committee goals for 08-09 year
- Discussed actions to be taken to achieve goals
- Reviewed current Pirate Perk Information
- Discussed maintenance and enhancement of Senate Website
Diversity Subcommittee Meeting

September 18, 2008
2:30 p.m.

Mendenhall Student Center: Multipurpose Room

Attendance: Towanna Rouse, Del Kingsley, Cornell Allen, Angelo Daniels, Catherine Adams, Christie Hagan, Audra Thomas

Discussion:

- Briefly reviewed some information shared at the Chancellor’ Diversity Council meeting that was held on September 9, 2008.
- Catherine Adams from the Office of Institutional Diversity (OID) discussed with the committee upcoming projects from the (OID). Committee discussed opportunities for involvement with the upcoming OID events. Discussion was held about the Centennial Diversity project that will commemorate the past 50 years of diversity on campus.
- Committee will become a Treasure Trove participant with the OID.
- Committee agreed to revise goals for 2008-2009 session.

Action Items:

- Committee representative will meet with the International Affairs Office to begin discussions on partnership opportunities.
- Committee members will review the list of programs planned by the OID and decided which Heritage Month planning committee he/she will participate on.

Other information

- The next Chancellor’s Diversity Council (CDC) meeting will be September 26, 2008 at 8:30 a.m. in Mendenhall Student Center room 221. Any member of the committee is welcomed to attend the meeting.
Staff Senate Human Resources Services Committee – September 18, 2008

Present: Robbie Dunbar, Dawn Gibbs, Lisa Graepel, Phil Hulsey, Christa Radford, Mike Rowe, Teresa Tripp, Richard Yakubowski, & Ken Yarnell

Ex-Officio Officers: Karen Summerlin

Old Business

- Senator Hulsey is working to create an anonymous online “Drop Box” in OneStop. Once a draft comment form has been completed, the group will review and make recommendations. The goal is to have this up and running by December or January.
- Senator Graepel is working on creating a Share Point site for the committee.
- The Top 10 Discussion will continue. This year’s focus will be on Career Banding and the best way to disseminate information to the staff.

New Business

- Karen Summerlin reviewed the changes to the Grievance Process. Another step will be added to the process. The new Grievance Process will include the following four steps:
  1. Meeting between Grievant and Supervisor
  2. Meeting between Grievant and Department Head
  3. Mediation by OSP Mediators – Grievant, Supervisor, & Department Head
  4. Grievance Hearing

Another change to this process is the Grievance Panel will be selected and serve for one year, thus eliminating the need for training prior to each hearing. The Grievance Panel will still consist of three representatives from each division.

- A few questions were asked regarding caps on sick leave and how Federal time converts to State time. Specific questions should be directed to the Benefits Counselors at Human Resources.
- Parking questions regarding parking on the Health Sciences Campus were raised. These questions should be addressed with Johnnie Eastwood.