

ECU Staff Senate Minutes

Date: October 14, 2021

Time: 3:00pm to 5:00pm

Location: WebEx

**Call to Order:** Senator Hector Molina

**Approval of Minutes:** Kristin Wooten

September minutes were approved

**Guest Speakers:**

**Chancellor Philip Rogers** – University Update

The House and the Senate are currently negotiating the budget. We do not know the outcome of these negotiations however, both parties presented favorable budgets which included raises for employees and building renovation funds. More information will be provided as negotiations unfold. Budget planning for the University includes plans for a 7.5% reduction due to the uncertainty of enrollment and the possible decline. We have been able to decrease that reduction to 3% pending final enrollment numbers. To prevent future reductions, we must focus heavily on increasing enrollment and improving retention.

We are working with several national leaders for guidance on our enrollment plan. Plans include improving online course offerings, review of our marketing plans, out of state recruitment, and potentially deploying a credit hour campaign.

Recognize that staff are working hard, and we encourage staff to take advantage of wellness resources offered on campus. The Diversity Inclusion and Equity Commission has been launched and they are thinking about our academic future in terms of student success and access, employee retention, and campus culture and communication.

**Vice Chancellor Stephanie Coleman** – University Budget

Current challenges in higher education are reduced enrollment, FY2022 flat state funding investments and workforce challenges. Potential solutions include use of HEERF funding, improving our academic portfolio, review administrative services, reallocate existing resources, and increasing transparency. ECU is composed of several affiliates and legal entities, ECU Alumni Association for example, that work to support the university’s mission. We have several funding types which each have specific spending guidelines. Our sources of revenue are state appropriations (32%), tuition and fees (19%), patient service (23%), sales and service (8%), and other revenues (18%). Student enrollment impacts our state appropriations as appropriations are determined by enrollment. Please contact Kristin Wooten at wootenk16@ecu.edu if you would like a copy of the presentation.

**Lee Ann Goff –** Open Enrollment/Benefits

Currently in the open enrollment period which ends on October 29th. All premiums have remained the same for employees but did decrease for the employer. Coverage, deductibles, etc. have also remained the same. All employees are converted to the 70/30 plan at the beginning of the period and must change to the 80/20 plan if desired. Employees must also complete the tobacco attestation to avoid additional fees. Also ensure you receive documentation from your doctor in case you do not receive the tobacco credit. Dental premiums may have appeared to increase however, the premium was reduced specifically for 2020 and has changed to reflect the 2019 premium. The benefits enrollment site now supports single sign-on allowing employees to log in with their ECU credentials. Employees can contact Lee Ann Goff at goffle@ecu.edu if they have any questions.

**Executive Committee Comments**

Chair – Hector Molina

* The DEI Commission did meet on October 1st with representation from across campus. There will be a call for subcommittees of the commission to support the work of the commission. The culture climate and communication component will begin in January 2022 and the last group, employee recruitment and retention, will begin in fall 2022.
* We have decided to return to the virtual format for the remainder of this calendar year and will revisit the hybrid option at the beginning of next year.
* The Flupalooza MSC event will occur next Tuesday. Hector will send a note to volunteers. We encourage everyone to be more involved in their committees.
* Thank you to everyone who volunteered to assist with Student Move in.

Chair Elect – Aisha Powell

* The provost search interviews have begun. Staff have access to view the candidates CV and live stream interviews. Staff Senate has an opportunity to meet with the candidates and discuss concerns that are pertinent to staff.
* Thank you to all the volunteers who participated in the golf tournament.

Vice Chair – Lisa Ormond

* We had an opportunity to participate in one football game which gave us a profit of $500. We have three games remaining and we really need volunteers. A few student organizations have asked to work with us which gives us an opportunity to work with students and help each other. The link is available on Teams and all ECU employees have access.

Treasurer – Lisa Ormond on behalf of Patrick Mitchell

* We had two expenses, one for Garrett Killian and the staff team for the golf tournament. Expenses for Garrett will be reimbursed but we did have to pay up front. If you have any questions about the report, please email Patrick at mitchellp18@ecu.ecu.

Secretary – Kristin Wooten

* Staff Senate polos have been ordered and senators can expect to receive their shirts early December.

Parliamentarian – Olivia Cottrell

* SGA directors are working on numerous activities. Kimberly Morton, Director of Community Outreach is organizing a Spring Community Softball game with ECU PD. Beth Davis, Director of Equity & Intercultural Outreach is working to increase diversity in SGA and working a mentorship program. Faisal Abouelhassan, Director of International Student Affairs is working on a Friends Without Borders program to connect students traveling abroad with students who are native to those respective countries. Daniel Morgan, Director of Local and State Affairs is working on finding employment opportunities with small and local businesses to share with the assembly.

**Committee Updates**

* Scholarship (*Erica Hoyt*)- The next percentage event will be a Pirate’s Popcorn on October 21st, 10:30am – 5:30pm, in which 20% of the proceeds will go to our scholarships. To participate, place your receipt in the box beside the register. Will hold another percentage day at Mellow Mushroom on November 15th. We must have 20 people commit to participate, 10 have committed so far. Working with the marketing committee to create flyers for the two scholarships.
* Rewards & Recognition (*Susan Eckert*)- The Wellness Walk was a huge success; the committee would like to thank everyone who helped and share any suggestions with Susan. Will begin working on spring events and updating the Pirate Perks.
* Diversity Committee (*Amy Bright*)- Will host a virtual panel for women in leadership at ECU which is scheduled for November 18th at 1:30pm. Working on planning another event for the spring.
* Leadership & Professional Development (Grace Tolson on behalf of Janet Turner)- Continuing to work on the B.A.L.L. event which will be held mid-spring. Hoping to have Dr. Rebecca Rogers as the speaker and finalizing a date and time with her.
* Communication & Marketing (*Matt Smith*)- currently working a script for our upcoming recruitment video. If you have any photos from the wellness walk, please send those to Matt so they can be posted on social media.
* Bylaws (*John Southworth*)- The committee met and completed an official resolution for the bylaws change that was voted on last month. Will ask Matt to upload the new documents to our website. Worked with Hector and the Faculty Senate to have an ex-officio member on Faculty Senate and have a Faculty Senate member on Staff Senate. Reminder to follow Robert’s Rule of Order when voting.
* Membership (*Joseph Moore*)- reviewed attendance at the last meeting and currently trying to fill positions, specifically alternate positions. Thank you to those who submitted accomplishments of the Staff Senate. Currently creating the script for that video and identifying individuals to be in the video.
* Human Resources Committee (*Irina Swain*)- Working on a draft for the flexible work arrangement and remote work regulation and research document and will discuss at the meeting in November. Also discussing the implementation of the Employee Emergency Assistance program. Propose to change the Staff Emeritus 12-month period to either 3 or 5 years. Senators voted to change the requirement to 3 years.

**Open Discussion**

* Parking Update (Josh Puckett) – our permit sales are the same as last year however, the lot occupancy has decreased due to remote work. Subsidized fees for hybrid employees were discussed but non-remote employees would have to incur the additional costs. Permits are purchased the same way but rather than receiving a decal, your license plate will be registered.

**Announcements: Next Meeting – November 11, 2021, 3pm-5pm via Microsoft Teams**

**Meeting Link:** <https://web.microsoftstream.com/video/b55ededa-2cb9-419e-b105-f294ec8d7e91>