

ECU Staff Senate Minutes

Date: November 12, 2020

Time: 3:00pm to 5:00pm

Location: Microsoft Teams

**Call to Order:** Senator Aisha Powell

**Roll Call:** Kristin Wooten

**Guest Speakers:**

**Interim Chancellor Ron Mitchelson** – University Update

Planning for face-to-face classes continues for Spring. Fall classes will end early, prior to Thanksgiving and spring classes will not begin until January 19, 2021. There will not be a spring break this year however, there will be one day to give students an opportunity to rest. Resident hall capacity will be significantly reduced with roughly 1800 students which is approximately 31% of capacity. The objective is to decrease density on campus to improve social distancing efforts. In addition, capacity is decreased to plan for any isolation accommodations that may be needed. All students will be required to have a re-entry test prior to living on campus. Students without a negative test result will be placed in the isolation dorms. There will be surveillance testing for the on-campus population which will be roughly 10% weekly. Classroom seating capacity will be roughly 33% and there will only be about 30% of classes face-to-face with 10% hybrid and the remainder online. Currently, there have been no cases of COVID transmission on campus or between students and employees.

The first wave of furloughs affected 522 people and saved the university 101.2 million dollars. The second wave affected 259 people and saved the university 2.64 million dollars. There will be a third wave of furloughs that is not yet finalized but more information will be provided. academic year. In efforts to save money, 15% of operating dollars will be pulled back. Much of these efforts are in preparation for any upcoming budget shortfalls that may take place next fiscal year. The UNC System Office is proposing an early retirement incentive for those who are eligible for retirement. This is still in the planning phase and nothing definitive has been decided at this time.

The Chancellor’s search is near closing. Names have been submitted to President Hans and a decision will be made soon. Interim Chancellor Mitchelson will be retiring in June 2021. In good news, ECU has been recognized in the Princeton Review for our education efforts as well as our sustainability efforts. We signed a significant contract with the US Navy, ECU and 18 of our community colleges will act as the North Carolina version of the US Navy College. We created the Pirate Promise which is an admission agreement for ECU and 30 community colleges. ECU was also recognized by the National Institute for Assessment.

**Sara Lilley** – Furlough Information

COVID-19 has caused ongoing financial issues for ECU as well as other institutions within UNC Systems. Unfortunately, the financial hardship led to the decision to implement temporary furloughs and temporary reductions in various areas across the university. UNC System Office released a memo in May giving authority to furlough employees in auxiliary or receipt-based furloughs which resulted in the first wave. A second memo was released giving authority to furlough any positions, regardless of funding source, that were impacted by COVID-19. There are three types of furlough-based programs which include: full furlough, partial (flexible) furlough and temporary salary reductions. In some cases, employees were reassigned to different positions on campus as an additional cost saving measure.

Furloughs, along with other reduction plans, must undergo extensive university review and approval including HR, Office for Equity & Diversity, Office of University Counsel, and the Chancellor. Employees are notified in writing and receive a benefits information packet along with contact information in case there are any questions. Employees are welcome to contact HR for any questions regarding furloughs, salary reductions, and reassignments.

**Executive Committee Comments**

Chair Elect – Hector Molina

* The Fiscal Sustainability Committee aims to engage the campus community to formulate strategies to sustain programs related to revenues, personnel, and infrastructure. The committee is requesting feedback from campus and would like to hear suggestions from staff. Please visit <https://ecu.az1.qualtrics.com/jfe/form/SV_eh8JWUJqTVSbrk9> to share feedback.

Treasurer- Lisa Ormond

* We will see a 15% cut in our budget, the budget now is $2528, and the cut will reduce this amount by approximately $400. The cut has not happened yet however, with upcoming budget cuts, it is highly likely. Our remaining funds such as scholarship and discretionary will not be affected.

Secretary –Kristin Wooten

* Roll call will be completed using the participant lists. Individuals who called in via phone need to email staffsenate@ecu.edu
* October minutes were approved.

Parliamentarian - Darius Alexander

* Role as parliamentarian is to ensure we are following Robert’s Rule of Order during Staff Senate meetings. A PowerPoint will be provided in Teams which will further explain these rules.

**Committee Updates**

* Communication & Marketing (*Andrew Grace*)- met on 11/11 and reviewed committee goals. Will reach out to other committees to share ideas and improve communication across campus and on social media platforms.
* Membership (*Robin Mayo*)- Goals include monthly report of staff senate membership, creating a timeline for the election process, and create a recruitment to send out prior to nominations.
* Diversity Committee (*Eric Williams on behalf of Lajuana Carter*)- reviewed 2019-2020 goals and developed goals for 2020-2021. Goals include diversifying the university through seminars, coordinate a roundtable discussion regarding racial issues, and partnering with OAAS for a holiday food drive. The committee will also work with Aisha Powell on other ideas to improve diversity.
* Leadership & Professional Development (*Patrick Mitchell*)- Will discuss ideas from previous years with Hector and Todd. Will also review potential Ted Talks but will meet with Hector prior to finalizing goals
* ByLaws (*Susan Thomas*)- met on November 5 and selected officers. Will submit goals at the next staff senate meeting.
* Human Resources Committee (*Emily Waters*)- Committee has undergone changes in leadership due to furloughs. Goals for this year are creating a Q&A for furloughed employees, working with membership to address furloughed senators, and creating a process for the Erskine Bowles Award. Please send any feedback or suggestions regarding furloughs to Emily Waters.
* Rewards & Recognition- no comments
* Scholarship (*Amy Eason*)- Brainstorming creative ideas to raise money for scholarships and promote virtually. Goals include increasing amount of money per recipient, develop alternative ways to fundraise and create virtual methods to promote scholarships.

**Announcements: Next Meeting – December 10 via Microsoft Teams**

**Meeting Link:**

Part I [https://studentsecuedu66932.sharepoint.com/sites/StaffSenate/Shared%20Documents/General/Staff%20Senate%20Meeting%20Recordings%2020-21/Staff%20Senate%20Meeting%20(11.12.20)%20-%20Part%20I.url](https://studentsecuedu66932.sharepoint.com/sites/StaffSenate/Shared%20Documents/General/Staff%20Senate%20Meeting%20Recordings%2020-21/Staff%20Senate%20Meeting%20%2811.12.20%29%20-%20Part%20I.url)

Part II [https://studentsecuedu66932.sharepoint.com/sites/StaffSenate/Shared%20Documents/General/Staff%20Senate%20Meeting%20Recordings%2020-21/Staff%20Senate%20Meeting%20(11.12.20)%20-%20Part%20II.url](https://studentsecuedu66932.sharepoint.com/sites/StaffSenate/Shared%20Documents/General/Staff%20Senate%20Meeting%20Recordings%2020-21/Staff%20Senate%20Meeting%20%2811.12.20%29%20-%20Part%20II.url)