

Staff Senate Minutes

Thursday, July 11, 2013

Call to Order:

Meeting was called to order at 3:03 pm. A reminder was given to members to take their name tents and cards for voting off the entry table prior to being seated. If any member does not have a nametag, let Senator Lisa Ormond, Treasurer, know.

Guest Speaker:

Joyce Sealy from Aramark gave a presentation on Meal Plans. Dining services worked long and hard to obtain payroll deductions for staff. Staff can have meal plan costs and/or pirate bucks taken out of their paycheck as a deduction. The minimum deduction is 10.00 a month. Joyce discussed the gold and purple meal plans which were attached to the Staff Senate Agenda previously distributed. Value meals have been created for additional savings on the meal plans. Staff can start or stop the deduction at any time. Senator Christie asked if pirate bucks are accepted at the Java City located at ECHI? Answer: yes.

The Wedge is a new eatery located where Blimpies was on the medical campus and will offer various salad and sandwich items. Pirate Bucks roll over and do not expire. Staff can eat unlimited meals in the dining halls only on the meal plans. The pirate meals are valid in retail eateries like the Croatan. Bucks are valid in the specialty shops like Java City and Starbucks. The Wedge will have a soft opening on July 29 and a full opening on August 5th. If there are any questions, Joyce is glad to answer them and can be emailed at sealyj@ecu.edu.

Roll Call:

Senator Judy Havermann, Secretary, call the Roll and a quorum was present. Roll call will be by Division, with Alternates called first and then Senators called.

Attendance:

See attached attendance sheet.

Approval of Minutes:

- Senator Kendra Davis made a motion to approve the minutes of May 9, 2013 as amended, seconded by Senator Beth Martin. **MOTION APPROVED.**

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Executive Council Comments:

Chair Garrett Killian Comments

Last month Senator Garrett Killian, Chair, mentioned wanting Staff Senate attendance at Board of Trustees meetings. An Executive Committee goal is to increase Staff Senate presence at these meetings and we need members to attend if at all possible. The next BOT meeting is Thursday, July 18th at 8:30 am. It will not be a typical two-day meeting as the focus will be on election of officers, introductions and recognition of new people. Garrett is going and if anyone else would like to attend please let him know. The next full meeting of the BOT will be September 19th and 20th. The 19th is all the committee meetings and the 20th is the full Board meeting. An announcement will go out again via email.

State Health Plan links were sent out and if members have specific questions, contact HR. Sport Clips free coupons were on the table by the entry door. Members could feel free to take some and pass out to constituents. Sport Clips is located near Old Navy on Greenville Blvd. The coupons have an August expiration date. Last year, meetings were set up with each of the Division Vice Chancellors and we are going to do that again beginning this fall. There will be more information coming about dates and times. The meetings will not have a formal agenda, as the goal is to have open communication and offer Staff Senate assistance with divisional goals. Last year, Dr. Niswander requested a second meeting so that is an indication that in some divisions the concept was well received. It is noted that Karen Summerlin, will be the HR representative as Ex-Officio.

Chair-Elect Bill Edwards Comments

No comments.

Treasurer Lisa Ormond Comments

At the close of the fiscal year on 6/30/13, the State account had \$652.52, and the Chancellors Discretionary Fund had \$765.30. These balances do not roll over to the next year.

Starting out the new fiscal year beginning July 1, 2013, fund balances are:

- State account: \$2,500
- Chancellor's Discretionary Fund: \$2,500
- Gail Jordan Scholarship Fund \$25,082.69.
- Children of SPA Employees Scholarship Fund \$3,094.75. Also, \$2,000 in scholarships was awarded this summer.

Secretary Judy Havermann Comments

No comments.

Committee Reports

Committee Assignments: Newly formed committee assignments were discussed by Senator Bill Edwards, Chair-elect, in place of committee reports.

Members received emailed forms regarding picking their top three committees on which they would want to serve. This was also discussed at the June orientation when Chairs of each of the committees spoke about the charge of the committee and goals that had been worked on during the year. A

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committee choice of #1 through #3 was offered with #1 being the member's preferred choice. Senator Bill Edwards, Chair-elect, compiled the results. All members received one of their top 3 choices. Some members did not receive their first preferred choice as the number of members on each committee had to be balanced. Committee Chair-elects will be elected today from the individual committee members. The Bylaws Committee needs to elect both a Chair and Chair-elect. Ad hoc Committee members were also determined and those assignments were handed out. The newest change to the Bylaws and Senate operation is that alternates can be elected as a Chair or Chair-elect of a committee. If an alternate becomes a committee Chair-elect, then their term would be extended by one year. This change was approved to help promote member continuity on the committees from year to year. The different types of committees were discussed such as the standing committees and also the ad hoc committees. The Membership Committee is made up of all the Chair-elects of the standing committees as well as the Secretary of the Executive Committee and the HR Ex-Officio representative.

After the adjournment of the regular Senate meeting, all of the committees will meet and have introductions of members. Then elections among the members will take place and the previous year's goals will be handed out. The newly formed committees should begin to discuss new goals and a reminder was given that the committee needs to meet once a month. Committees should develop 1-3 goals for this year. Those goals can coincide with the prior goals or develop new ones. Two of the committee Chairs were not present, however Bill explained that the Executive Committee would mingle around with all the committees and provide any assistance they might need. Minutes of committee meetings are listed on the Staff Senate Sharepoint site. Garrett has set up access for all Senate member and they should take a look at past minutes. The Chairs or a designee will give a report each month on the committee activities. Garrett will set up the permissions so each committee can access their sub-site on Sharepoint.

By-Laws Committee

Communications and Marketing

Diversity Committee

Human Resources

Leadership and Professional Development

Membership

Scholarship

Rewards and Recognition

Old Business

- None

New Business

Senator Lisa Graepel asked if the Senate is doing anything for John Toller? Garrett mentioned the University farewell event that will be given for John Toller and Garrett will say a few words on behalf of

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the Staff Senate at this event. A Certificate of Appreciation and a gift from the Staff Senate will be presented. A question was asked if there were any updates on the state budget? Answer – there is nothing new. Question was asked about the vacation bonus – is there anything new? Garrett explained that various factions of the Legislature have to reach agreement in committee about the final budget and then it is brought to the floor a vote. At this point, committee negotiations were still taking place. There was discussion about the effect of the budget delay on state employees and the freezes on any salary adjustments, increases, promotions, etc. Karen Summerlin, Ex-Officio, said that there are exceptions; they have to go through the approval process, but not much is moving.

Announcements

Next meeting: The next Staff Senate meeting will be held August 8th, ECHI Conference Room A. The location of the conference rooms in ECHI was questioned and Garrett provided clarification.

Adjournment

Motion to adjourn made by Senator Kim Higdon, seconded by Senator Kendra Davis, **MOTION APPROVED**. The meeting adjourned at 3:40 pm.

Committee Meeting Time

The newly formed committees gathered.

Respectfully submitted,

Senator Judy Havermann, Secretary, Staff Senate

STAFF SENATE MEETING ATTENDANCE 2013/14
MEETING OF JULY 11, 2013

ALTERNATES BY DIVISION

ACADEMIC AFFAIRS	PRESENT	VOTING	A & F and CH - no alternates
<i>Cyndee Mueller</i>	1	v	
<i>Sherry Bingham</i>	1	v	1 = PRESENT 0 = ABSENT
ATHLETICS			
<i>Harold Robinson</i>	1	v	
HEALTH SCIENCES			
<i>Bobbie Harris</i>	1	v	
<i>Mary Schiller</i>	1	v	
RESEARCH/GRADUATE			
<i>Christina Kennedy</i>	1		
<i>Suhail Guzman</i>	1		
STUDENT AFFAIRS			
<i>Suzanne McDonald</i>	1		
UNIVERSITY ADVANCEMENT			
<i>Renee Safford-White</i>	1		
	TOTAL	9	

SENATORS BY DIVISION

ACADEMIC AFFAIRS		
<i>Diane Coltraine</i>	0	
<i>Julie Fowler</i>	1	
<i>Kim Higdon</i>	1	
<i>Crystal Morgan</i>	1	
<i>Jeffrey Netznik</i>	1	
<i>Lu Ann Sullivan</i>	1	
ADMINISTRATION AND FINANCE		
<i>Kendra Davis</i>	1	
<i>Penny Doughtie</i>	1	
<i>Melissa Eakes</i>	1	

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Woody	Edwards	1		
Garrett	Killian	1		
Chance	Kornegay	0		
Beth	Martin	1		
Becky	Preston	1		
Travis	Taylor	0	excused	vaca

ATHLETICS

Greg	Pierce	1		
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CHANCELLORS

Derri	Stormer	0	excused	FMLA
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HEALTH SCIENCES

Beth	Bengala	0	excused	vaca
Arlene	Bowling	0		
Paulette	Brown	0	excused	vaca
Martina	Christie	1		
Bill	Edwards	1		
Lisa	Graepel	1		
Nedra	Harris	0	excused	work
Judy	Havermann	1		
Tamara	McKeel	0		
Mark	Medcalf			
Rebecca	Merrick	1		
Lisa	Ormond	1		
Cindy	Reaves	1		
Alicia	Simpson	1		
Teresa	Tripp	1		

RESEARCH/GRADUATE

Rick	Smiley	1		
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STUDENT AFFAIRS

Dave	Forrest	1		
Jennifer	Harris	0	will be late	

UNIVERSITY ADVANCEMENT

Tricia	Reidinger	1		
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