

Staff Senate Minutes

Tuesday, April 14, 2015

Call to Order:

Meeting was called to order at 3:01 p.m. by Chair Mary Schiller

Guest Speakers: Dr. Valarie Kisler-van Reede, Director Counseling & Student Development
Dr. Travis Lewis, Associate Dean of Students

Dr. Kisler-van Reede and Dr. Lewis introduced the Kognito At-Risk on Campus program, which is an online role-playing simulation designed to train people to identify, approach, and refer higher education students exhibiting signs of at-risk behaviors. Through simulations of conversations with potentially at-risk students, the program examines common indicators of psychological distress and methods for approaching an at-risk student. Faculty and staff learn the correct questions to ask and encourage student to make an appointment with counseling center. Kognito software does not replace counseling or intervention but is intended to train faculty and staff how to recognize high risk students for referral to the counseling center.

Dr. Lewis reported that national media has picked up with changes in terms of student's abilities to cope. Dr. Lewis stated one way to improve the students' transition to college life is to encourage families to teach high school students basic life skills like washing clothes, healthy eating habits, time management with school and study schedules. Also, encourage students to learn coping skills before college. ECU surveyed students during Fall 2014, 649 completed survey, 89% feeling very overwhelmed, 43 % severe anger, also high was thoughts of suicide. No single answer to explain the current pattern on campuses; however, social media, economic challenges, and parenting changes are likely contributing factors.

The ECU Counseling Center and the Dean of Students are working together to help identify at-risk students and get them to appropriate resources. Workshops and groups will be offered in the future. Everyone should reach out if a student seems distressed or suicidal.

Dr. Lewis explained that this new behavior pattern is the new normal; students don't have strong coping schools. The Kognito program would promote safety to campus. He asked the Senators to promote the department's 24/7 Hotline called ECU CARES. www.ecu.edu/ecucares ECU CARES is a 24/7 phone line, manned by the ECU Dean of Students, ECU Counseling Center, ECU Police, Student Health Services, and Victim Services. ECU CARES was developed to offer assistance to distressed individuals, connecting them to appropriate campus resources, and reporting concerning behavior to professionals on campus. Dr. Lewis stated that our University is a friendly campus and has a family atmosphere. The faculty is dedicated to assisting students and willing to contact the appropriate office with a referral of an at-risk student.

Minutes approved July 9, 2015

Senator Robert Ables asked, "What is the cause of increased campus suicides?" Dr. Kisler-van Reede explained that students don't have strong coping skills, maybe because parents did everything for them and small tasks in college life causes stress. Zero to suicide and heavy drug abuse is another concern. When at-risk students are asked why they use drugs, the answer is because they are stressed. If a person talks about suicide, they should be referred and accessed by campus professionals.

Senator Dawn King commented about the importance of nutrition and how a vegetarian diet can cause physical stress, which is a popular experience on college campuses.

Guest Speakers: Amy Waters, Associate Director for EEO and EPA Personnel Compliance
Toya Jacobs, Program Specialist for Diversity and Inclusion Programs
Mandee Lancaster, Director of Center for Survey Research

Amy Waters shared that sexual orientation and gender identity was added as a protected class by Federal law last year. The East Carolina University Equal Employment Opportunity Plan outlines Affirmative Action (page 20). In Section 8 of the report (page 52), the report states that the workforce review by job groups found underutilization for minorities and females despite the action-oriented strategies of preceding years. Amy Waters gave each Senator a Utilization Analysis and explained that in areas where "no" is listed, that department experienced underutilization in 2014 but not in 2015 (see report below).

Office for Equity and Diversity provides Equal Employment Opportunity Institute Training (EEOI). The EEOI is co-facilitated by Toya Jacobs and sessions fill quickly. Future staff development will include an enhanced analysis program; offering training for managers and supervisors in underserved areas.

Toya Jacobs is working on a proposal to grant diversity awards which would recognize faculty, staff, and students. For more information about the diversity awards, ask Toya Jacobs for a detailed list. Campus Climate Initiative is scheduled for fall 2015 and is commissioned by the chancellor.

Mandee Lancaster stated that Campus Climate Initiative 2014/15 goal was an overall scan about campus climate and to develop an access tool and pilot the tool; also, implement a plan and develop focus group. Please email Toya Jacobs if you are interested in being a member of the focus group and share student names that may be interested. Toya Jacobs said committee's work is in line with the University's Strategic Plan.

Mandee Lancaster stated the focus group would like to incorporate the campus climate during the Staff Senate spring/fall forum to gain feedback and seriously improve the climate on campus. The purpose and goal of this project is to improve and make East Carolina University a better place to live, learn, and play.

Currently the pilot climate survey is open and Senators are asked to please complete the survey and send Mandee Lancaster feedback. The purpose of the pilot survey is to refine the

Minutes approved July 9, 2015
instrument before launching it in the fall. The pilot survey and final survey are anonymous so it will build trust and the results will be open and transparent.

Roll Call:

Senator Penney Doughtie, Secretary, called the roll and a quorum was present (see attached attendance sheet).

Approval of Minutes:

Senator Loretta McDaniel motioned to approve the minutes of February 12, 2015 as amended, seconded by Senator Suzanne McDonalds **MOTION APPROVED**

Senator Renee Safford-White motioned to approve the minutes of March 10, 2015 as amended, seconded by Senator Harold Robinson **MOTION APPROVED**

Executive Council Comments:

Chair Mary Schiller:

Chair Mary Schiller stated that the UNC Board of Governors met in Greenville on the campus of ECU, and Chancellor Steve Ballard ensured there was Staff Senate representation at each of the events. During the BOG meeting, East Carolina University was granted the Millennial Title to engage outside business with research and other ideals. Health Science delegates will receive an email from the Compliance Office regarding a new policy title "Division of Health Sciences Code of Conduct. Please review and send comments/concerns before May 5, 2015.

Ex-Officio Garrett Killian stated he appreciates the volunteers at the Chancellor's Cup Golf Tournament on Tuesday, April 7th. All 16 schools in the UNC System were represented along with many visitors with a total of 96 players. \$46,000 was earned for the Janet B. Royster (JBR) Memorial Staff Scholarship Fund, which was the highest earnings of previous years. The ECU Chancellor's team placed second, while Winston Salem State won first place. Ex-Officio Garrett Killian said he suggested last year to the golf tournament planning committee to consider a portion of sponsorship money go back to the university; therefore, this year around \$700 and go towards the ECU Staff Senate scholarship funds. Ex-Officio Garrett Killian stated that this was an easy way to raise money and a bonus for ECU Staff Senate scholarship funds. The 2016 Chancellor's Cup Golf Tournament plans are in progress for May 2016 with tentative plans to be at UNC Finley Golf Club in Chapel Hill. Chair Mary Schiller added that ECU won an extra golf team because of selling the most sponsorship. Senator LuAnn Sullivan asked about using community service leave during this event? Chair Mary Schiller stated that this was an approved Staff Senate event and Community Service Leave should be allowable.

Chair-Elect Lisa Ormond Comments:

No Comment.

Minutes approved July 9, 2015

Treasurer Arlene Bowling Comments:

As of 4-14-2015, fund balances are:

- State account: Balance: \$1,913.22
- Chancellor's Discretionary Fund: Balance: \$2,107.91
- Gail Jordan Scholarship Fund Balance –
 - Earnings \$1,029.45
 - Corpus \$26,056.41
- Children of SPA Employees Scholarship expendable Fund Balance –
 - Earnings \$3,137.19
 - Corpus \$32,041.1

Secretary Penney Doughtie Comments:

No Comment.

Old Business

None

New Business

None

Committee Reports

By-Laws ~ Chair Lisa Lalu

Staff Senate Resolution: 14-15 Article II Section 2.1: Election Procedures, regarding election procedures defining who is eligible to vote. Chair Mary Schiller opened the floor for discussion, having none, she asked for a vote. **MOTION APPROVED**

Staff Senate Resolution: 14-15 IV.4.1.A.f. and IV.4.1.E.f remove the Action Committee and all associations to this committee from the Staff Senate By-laws. This by-law change would entail that any information that is listed under Section 4.1.A.f and 4.1.E.f. to be renumbered. Chair Mary Schiller opened the floor for discussion, having none, she asked for a vote. **MOTION APPROVED**

Communications and Marketing ~ Committee Chair Betsy Brown

- Staff Senate Pirate Perk website will include an update on the Kings Dominion Pirate Perk.

Diversity ~ Senator Betsy Brown

- Committee will have a table at the Staff Senate Health Fitness Walk April 22nd.

Human Resources ~ Committee Chair LuAnn Sullivan

- March 26th the committee volunteered at Hope Lodge.

Minutes approved July 9, 2015

- Soliciting questions for staff forum on April 30, East Campus, MSC 244 at 10 am to noon. West Campus forum on April 20, 2 pm to 4 pm. The forum will be streamlined. Senator LuAnn Sullivan asked Senators to attend forum and participate.
- Chair Mary Schiller asked Senators to make every attempt to attend the forum.

Rewards and Recognition ~ Committee Chair Patrick Clark

- Staff Appreciation Week April 13- 17. Cookout rescheduled next Tuesday, April 21st.
- Health Walk next Wednesday, April 22nd, outside the ECU Campus Recreation and Wellness Center, inside if it rains.
- Athletic tickets available during Staff Appreciation Week.

Membership Committee ~ Chair Elect Lisa Ormond

- Election Ballots closed April 22nd
- Monday, April 27th will open nominations for the Executive Committee Elections.
- Robert sent reminders to divisions with low response, 8 to 9 percent response.

Scholarship ~ Committee Chair Robert Ables

- Scholarship Fundraiser at Wimpie's Steam Bar & Grill was very successful with the Speculations, raising \$1,017.
- Committee is reviewing scholarship application for SPA employees, 18 applications were received.

EPA Non-Teaching Faculty Committee Orientation Video (Ad-Hoc) ~ Senator Suzanne McDonald

- The Orientation Video will be taping during the fitness walk, follow-up on script and wrap up video next month.

Leadership and Professional Development (Ad-Hoc) ~ Senator

- No comment.

Announcements

- Next Meeting Tuesday, May 12, 2015, 3 p.m., ECHI Auditorium
- Staff Appreciation week activities
- Staff Forum April 20th and April 30th
- April 28 Chancellors lunch at noon in MSC
- Senator Renee Safford-White announced that the movie "Hunting Ground" will have a fall screening at ECU for faculty and staff and Staff Senators should participate

Adjournment

- Senator Suzanne McDonald motioned to adjourn; seconded by Senator LuAnn Sullivan.
MOTION APPROVED. Meeting adjourned at 4:23 p.m.

Minutes approved July 9, 2015
Respectfully Submitted,

Senator Penney Doughtie
Staff Senate Secretary

Purpose/Background: The Action Committee is no longer a functioning committee, therefore the Staff Senate Executive Council has asked that the By-Laws Committee remove this committee and all associations to this committee from the Staff Senate By-laws. This would involve amending Section 4.1 A. f. Action Committee and 4.1.E.f. Action Committee roles description. This would also entail that any information that is listed under Section 4.1 A. f. and 4.1.E.f. to be renumbered.

Whereas the East Carolina University's Staff Senate operates under the governing document titled "By-Laws of the East Carolina University Staff Senate" and dated 05.01.2014.

Whereas Article IV The Committee Structure, Section 4.1 Standing Committees of the Senate, Section 4.1A. Standing Committees of the Senate include: states:

- "Section 4.1: Standing Committees of the Senate -
- A. Standing Committees of the Senate will include:
 - f. Action Committee

Whereas the Staff Senate wishes to strike the language " f. Action Committee" from the By-Laws and the new amended language would read:

- "Section 4.1: Standing Committees of the Senate -
- A. *Standing Committees of the Senate will include:*
 - f. Deleted per Res. #14/15-IV.4.1.A.f and IV.4.1.E.f)*

Whereas Article IV The Committee Structure, Section 4.1.E. Roles of Standing Committees states:

- A. Roles of the Standing Committees:
 - f. Action Committee: This committee works to address projects, issues and tasks assigned by the Chancellor, University Officers, and other organizations requiring frequent meetings and a large amount of coordination.

Whereas the Staff Senate wishes to strike the language "*f. Action Committee: This committee... amount of coordination.*" from the By-Laws and the new amended language would read:

- A. Roles of the Standing Committees:
 - f. Deleted per Res. #14/15-IV.4.1.A.f and IV.4.1.E.f)*

Now Therefore, be it Resolved that the East Carolina University Staff Senate hereby approves and amends Article IV The Committee Structure, Section 4.1 Standing Committees of the Senate and Article IV The Committee Structure, Section 4.1.E. Roles of Standing Committees.

Date Approved by the Staff Senate: _____

Chair Staff Senate

Minutes approved July 9, 2015

**Staff Senate Resolution 14-15 Article II Section 2.1: Election Procedures Appended to By-Laws
5.1.2014**

Purpose: Directed by the membership committee to add who is eligible to vote in Staff Senate elections and who is counted to determine representation of Staff in the Senate.

Whereas the East Carolina University's Staff Senate operates under the governing document titled "By-Laws of the East Carolina University Staff Senate" and dated 05.01.2014.

Whereas there is no definition of who is eligible to vote in the election for Staff Senators

Whereas the Staff Senate wishes to amend the By-Laws by adding language to Article II Section 2.1: Election Procedures C.

"a. All Full-time and part-time SPA, CSS, and EPA non-Faculty are eligible to vote in the election for Staff Senators.

b. All Full-time and part-time SPA, CSS, and EPA non-Faculty will make up the count of employees used to determine the representation per Division"

Now Therefore be it Resolved that the East Carolina University Staff Senate hereby approves and amends Article II Section 2.1: Election Procedures of the By-Laws.

Date Approved by the Staff Senate: _____

Chair Staff Senate

STAFF SENATE MEETING ATTENDANCE
Thursday, April 14, 2015

ALTERNATES

Academic Affairs

		PRESENT	VOTING
Travis	Bulluck	1	
vacancy		0	

Admin and Finance

John	Waters	1	
vacancy		0	

Athletics

Harold	Robinson	1	
vacancy		0	

Chancellor

Kimrey	Miko	1	
vacancy		0	

Health Sciences

Angela	Robinson	0	excused
vacancy		0	

Research and Graduate Studies

Debbie	Hathaway	0	excused
vacancy		0	

Student Affairs

Lynn	Caverly	0	
vacancy		0	

University Advancement

Karen	Whitehead	0	excused
vacancy		0	

SENATORS BY DIVISION

Academic Affairs

Betsy	Brown	1	
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Minutes approved July 9, 2015

Julie	Fowler	0	excused
Kim	Higdon	1	
Cyndee	Mueller	1	
Jeffrey	Netznik	1	
LuAnn	Sullivan	1	

Admin and Finance

Robert	Ables	1	
Patrick	Clark	1	
Penney	Doughtie	1	
Woody	Edwards	1	
Brock	Jones	1	
Dawn	King	1	
Letty	Lalu	1	
Becky	Preston	1	
Clinton	Smith	1	
Catherine	Stephenson	1	

Athletics

Greg	Pierce	1	
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Chancellors

Derri	Stormer	1	
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Health Sciences

Arlene	Bowling	1	
Rachel	Cherrier	0	excused
Bill	Edwards	1	
Becky	Gilbird	1	
Lisa	Graepel	1	
Bobbie	Harris	1	
Nedra	Harris	1	
Lisa	Lala	1	
Loretta	McDaniel	1	
Tamara	McKeel	1	
Kevin	Mills	1	
Lisa	Ormond	1	
Karen	Roblin	1	
Mary	Schiller	1	
Teresa	Tripp	0	excused
Ann	Wall	1	

Research and Graduate Studies

Minutes approved July 9, 2015

Suhail	Guzman	1
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Student Affairs

Jennifer	Harris	1
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Justin	Janak	0	excused
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Suzanne	McDonald	1
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University Advancement

Renee	Safford-White	1
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TOTAL	35
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QUORUM	74.468085
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