

Approved January 14, 2016

**EAST CAROLINA UNIVERSITY
STAFF SENATE MEETING AGENDA
ECHI Conference Room A
December 10, 2015 | 3:00 p.m. – 5:00 p.m.**

Call to Order – Chair Lisa Ormond

Chair Lisa Ormond called the meeting to order at 3:04 pm.

Christmas Treats

Roll Call – Senator Kimrey Miko

A quorum was present.

Speaker

Deb Garfi & Bill Koch – Campus Parking Changes

With the addition of construction projects on both campuses, there are many parking changes taking place. Health Science campus parking changes have already taken place. The changes taking place on Main Campus will be in effect after the Christmas break. These changes were not made lightly, years of data was collected before decisions were made. Changes to parking on main campus are further outlined on the Student Centers Update website by clicking on the Parking & Transportation link, (fact sheet also attached with minutes):

<http://www.ecu.edu/cs-studentaffairs/studentcenters/StudentCentersUpdate.cfm>

Parking fees will also increase in the next fiscal year, information sheet is also attached.

Approval of Minutes – Senator Kimrey Miko

November 12 minutes

Approval motioned by Loretta McDaniel, and seconded by Sam Saunders. The November 12 minutes were approved.

November 18 minutes

Approval motioned by Kim Higdon, and seconded by Loretta McDaniel. The November 18 minutes from the Special Called Staff Senate meeting were approved.

Executive Committee Comments

Chair – Senator Lisa Ormond

Staff Senate Executive Council met with Chancellor and his Executive Council (EC) shortly after the open forum. Lisa provided an update on that. His EC includes all Vice Chancellors, and ECU's Legislative Liaison. As a point of reference, Chair Ormond went through the stages any legislative pay increase must go through. See attachments for further information.

There are certain things at the discretion of the campus, and there are certain things at the discretion of the State. It all varies based on what the issue is. For example, across the board increases for all State Employees is fully at the discretion of the State of NC legislature.

Chair Ormond also talked about possible ways the senate can communicate better with all employees.

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December Staff Assembly Meeting – The ECU resolution from the Special Called meeting held on November 18 was presented to the Staff Assembly to vet support. The assembly did not have a quorum so there was not a resolution passed. They will send a request with our resolution as well as a letter to the president of the UNC-GA, the Board of Governors and General Administration asking for a staff salary study across all campuses.

HR Items - New adverse weather policy giving all campuses Chancellors more control over making decisions related to adverse weather. This policy is directed towards campus employees, rather than State employees.

New evaluation policy related to the Performance Management System - Makes reviews more goal oriented and allows greater feedback between supervisors and employees.

Career Banding - there are discussions for future elimination of the career banding system but nobody is certain what the system will change to.

Staff Assembly Scholarship - applicants are still being reviewed and they hope to have decisions made soon and announced within the first part of 2016.

Chancellor Search Committee – The committee is scheduled to meet next week and review the proposed Leadership Statement.

Chair – Elect – Senator Krystal Gauthier

Chancellors Cup - Krystal spoke with Amy Eason before the meeting and they are going to start planning the Chancellors Cup that will be held in May, 2016. The goal is to have the first planning meeting after the upcoming winter break. Amy is looking for anyone else interested in joining the planning committee.

Secretary – Senator Kimrey Miko

No comment

Treasurer – Senator Robert Ables

State Account - \$2,354.22

Chancellors Discretionary Fund - \$2019.81

Children of SPA Expendable - \$3234.06

Gail Jordan Scholarship Expendable - \$2161.53

Committee Reports

By-Laws Committee

The committee is working to get all by-laws in better shape. They are currently working to re-write all bylaws before they present them to the Senate. Senators will need to spend time going through the entire document, and the goal is to present the new By-Laws document in Spring, 2016.

Communications & Marketing Committee

The Special Called Meeting resolution has posted to the website. Please follow the Staff Senate Blog and Facebook page if it hasn't been done already.

Diversity Committee

Diversity week is January 11-15 and the committee will be hosting a table on Wednesday of that week.

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Leadership & Professional Development (Ad-hoc)

The committee put together a questionnaire asking senators for leadership related topics of interest so they can select presentations and videos for the upcoming Staff Senate meetings.

Human Resources Committee

The committee passed out the draft document for the Staff Emeritus Program. Once this program is finalized it will be presented to the campus community.

Rewards & Recognition Committee

The committee began getting ready for Staff Appreciation week, starting with setting the dates for the week. The committee has reached out to various members of ECU to determine which week it will take place during Spring Semester.

Scholarship Committee

This committee is preparing for reviews of scholarship applications. The period for both scholarships is open until January 31st. Fundraising opportunities for the Spring were also discussed.

Membership Committee

Election preparation starts in January. Senators are asked to promptly respond if they get an email. It seems there are many employees, specifically in Administration & Finance that do not receive notifications related to Staff Senate meetings as regularly as the remainder of campus. Suggestions from Senators on how to improve campus communication are always welcomed.

New Business

Staff Senate 6 Month Recap

Senators talked about the Special Called Meeting held in November, and specific talking points they heard mentioned by employees during the meeting. Senators also discussed ways to improve communication between senators and constituents in their divisions. Things mentioned were: updated employee databases from ITCS, advertising in The East Carolinian, and the possibility of established communication methods between senators and constituents.

Announcements

STAFF SENATE WEBSITE: www.ecu.edu/staffsenate

STAFF SENATE EMAIL: staffsenate@ecu.edu

NEXT MEETING: January 14, 2016 ECHI Auditorium 3:00 pm – 5:00 PM

CHANCELLOR SEARCH INFORMATION – Stay up to date!

<http://www.ecu.edu/cs-admin/creativeservices/SearchCommittee/>

CHANCELLOR SEARCH SURVEY – Your opinion counts - share it!

https://ecu.az1.qualtrics.com/jfe/form/SV_8jKE5wMp2Sv6GA5

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Attendance

| First Name | Last Name | Senator/Alternate | Division | Present | Absent | Excused |
|----------------|----------------|-------------------|----------|---------|--------|---------|
| Amy | Eason | Alternate | AA | 1 | | |
| Trish | Goltermann | Senator | AA | | 1 | |
| Betsy (Hannah) | Brown | Senator | AA | 1 | | |
| Kim | Higdon | Senator | AA | 1 | | |
| Cyndee | Mueller | Senator | AA | | | 1 |
| Heather | Siebert-Racine | Senator | AA | | 1 | |
| Jeremy | Jordan | Senator | AA | 1 | | |
| Keith | Thomson | Senator | AA | 1 | | |
| | | | | | | |
| Penney | Doughtie | Alternate | AF | 1 | | |
| Patrick | Clark | Senator | AF | 1 | | |
| Michael | Hale | Senator | AF | 1 | | |
| Robert | Ables | Senator | AF | 1 | | |
| Brock | Jones | Senator | AF | 1 | | |
| Dawn | King | Senator | AF | 1 | | |
| Catherine | Stephenson | Senator | AF | | 1 | |
| John | Waters | Senator | AF | 1 | | |
| Arielle | Harper | Senator | AF | 1 | | |
| Billy | Long | Senator | AF | 1 | | |
| Todd | Inman | Senator | AF | 1 | | |
| | | | | | | |
| Jackie | Daniels | Alternate | AT | 1 | | |
| Sam | Saunders | Alternate | AT | 1 | | |
| Harold | Robinson | Senator | AT | 1 | | |
| | | | | | | |
| | | Alternate | CH | | | |
| | | Alternate | CH | | | |
| Kimrey | Miko | Senator | CH | 1 | | |
| | | | | | | |
| Lauren | Cherry | Alternate | HS | 1 | | |
| Debra | Mercer | Alternate | HS | 1 | | |
| Lisa | Ormond | Senator | HS | 1 | | |
| Lisa (Marie) | Lalla | Senator | HS | 1 | | |
| Ann | Wall | Senator | HS | 1 | | |
| Loretta | McDaniel | Senator | HS | 1 | | |
| Karan | Roblin | Senator | HS | | | 1 |
| Patrick | Everett | Senator | HS | 1 | | |
| Andrea | Bristol | Senator | HS | 1 | | |
| Rhonda | Nord | Senator | HS | 1 | | |
| Kristal | Gauthier | Senator | HS | 1 | | |
| Jackie | Masterson | Senator | HS | 1 | | |

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| | | | | | | | |
|--------------------|-----------|--------------|-----|--------------|----|---|---|
| Nedra | Harris | Senator | HS | 1 | | | |
| Kelly | Dilda | Senator | HS | 1 | | | |
| Diann | Jones | Senator | HS | 1 | | | |
| | | | | | | | |
| Debbie | Hathaway | Alternate | RG | | | 1 | |
| Sierra | Fountain | Alternate | RG | 1 | | | |
| Suhail | Guzman | Senator | RG | 1 | | | |
| | | | | | | | |
| Darius | Barrow | Alternate | SA | 1 | | | |
| Nadirah | Pippen | Alternate | SA | | | 1 | |
| Suzanne | McDonald | Senator | SA | 1 | | | |
| Justin | Janak | Senator | SA | | | 1 | |
| Emily | McLamb | Senator | SA | 1 | | | |
| | | | | | | | |
| Patricia | Simpson | Alternate | UA | 1 | | | |
| Karen | Whitehead | Alternate | UA | | | 1 | |
| Katie | Fulcher | Senator | UA | 1 | | | |
| | | | | | | | |
| EX-Officio Members | | | | | | | |
| Mary | Schiller | Past Chair | HS | 1 | | | |
| Toya | Jacobs | | OED | 1 | | | |
| Amy | Waters | | OED | | | 1 | |
| Melissa | Bard | Nonie Garcia | HR | 1 | | | |
| Karen | Summerlin | | HR | | | 1 | |
| | | | | Total Counts | 38 | 6 | 5 |

Quorum Needed

76

** Ex-Officio members are not allowed to vote and aren't included in the quorum formula.

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Parking Adjustments during Construction for the new Student Union and Parking Deck Parking Information

- 400 parking spaces south of Mendenhall and Joyner Library will be lost .
 - Approximately 140 “A” zone spaces are typically vacant on the northern and eastern portions of the core campus.
- In recent years, ECU Parking restricted “A” permit sales to prepare for construction plan.
- The “B” permit lot at 9th and Cotanche (Old Hardees lot) and several smaller, adjacent lots will be converted to “A” zone lots.
- The large “B” lot at 9th and Evans (Old Szechuan lot) is being redesigned to maximize efficiency and is expected to accommodate all “B” permit holders being displaced from the 9th and Cotanche lots.
 - The redesign includes the installation of cameras, bluelight emergency phones, signage and improved lighting in this area from Cotanche to Evans Streets.
 - There will also be additional ECU Police patrols and SafeRide in this area
 - Parking staff will monitor lots to assist permit holders and determine if modifications are necessary to improve parking.
- The “A” zone and “B” zone spaces will not be available to other permit holders from 7am - 7pm.
- For all other permits, access to the core campus will be available through ECU Transit.
- Students should utilize ECU Transit if available at their off - campus apartment or park at Minges to pick up transit.
- Once the parking deck is completed and open for business, parking availability will be similar to the current Mendenhall Student Center plan with 24/7 deck permits for faculty and staff, hourly parking available 24/7 and evening parking available to students with parking permits.
- Guests and Visitors will need to purchase a permit to park in the Stratford Arms lot off Charles Blvd and ride the bus into campus. Information on permit purchases can be found on the parking website (www.ecu.edu/parking) or by calling the parking office at 328-6294.

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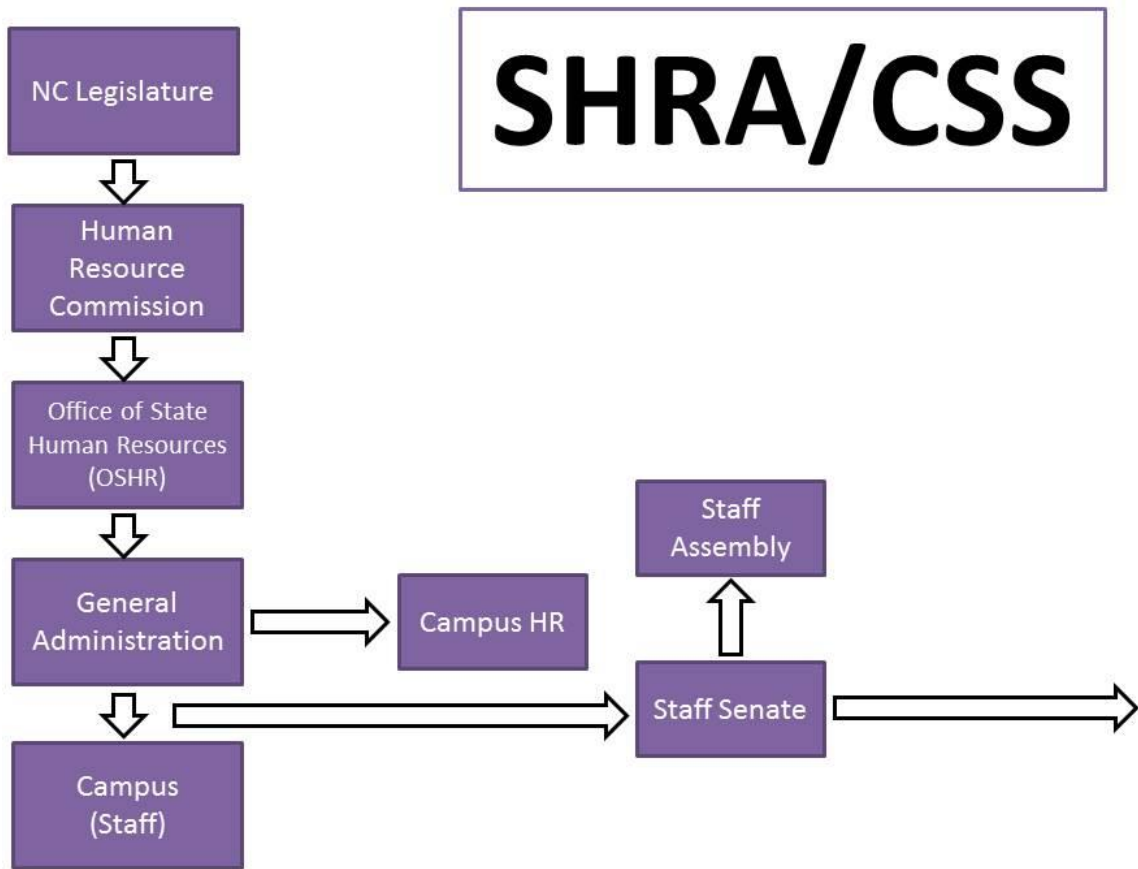
Parking & Transportation Fee Schedule

Permit Fee Schedule

| Permit Type | Usage Group | FY 14/15 Total Permits Sold | FY 14/15 Annual Fee | FY 15/16 Annual Fee | FY 16/17 Approved Annual Fee |
|---------------------|-------------|-----------------------------|---------------------|---------------------|------------------------------|
| A1 | Fac/Staff | 1081 | \$360 | \$360 | \$396 |
| A2 | Student | 471 | \$360 | \$360 | \$396 |
| A3 | Fac/Staff | 535 | \$360 | \$360 | \$396 |
| A5 | Fac/Staff | 231 | \$360 | \$360 | \$396 |
| A7 | Fac/Staff | 251 | \$360 | \$360 | \$396 |
| Total A Zone | | 2569 | | | |
| B1 | Fac/Staff | 2021 | \$180 | \$180 | \$198 |
| B2 | Student | 564 | \$180 | \$180 | \$198 |
| B3 | Fac/Staff | 315 | \$180 | \$180 | \$198 |
| B4 | Student | 1763 | \$180 | \$180 | \$198 |
| B5 | Fac/Staff | 335 | \$180 | \$180 | \$198 |
| Total B Zone | | 4998 | | | |
| C2 | Student | 3280 | \$120 | \$120 | \$132 |
| D1 | Student | 1068 | \$264 | \$264 | \$290 |
| Reserved | | 48 | \$480 | \$480 | \$528 |
| Motorcycle | | 116 | \$56 | \$56 | \$62 |
| MC/with Pkg | | | | | \$35 |
| TOTALS | | | | | |

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SHRA/CSS Process for salary increase (all State SHRA/CSS employees)



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EHRA Process for salary increase (all State EHRA employees)

