

Approved July 14, 2016

**EAST CAROLINA UNIVERSITY
STAFF SENATE MEETING AGENDA**

June 16, 2016
3:00 p.m. – 5:00 p.m.

Call to Order – Chair Kristal Gauthier

Called to order at 3:01pm

Roll Call –Melissa Eakes

Roll was called, and a quorum was present.

Approval of Minutes – Melissa Eakes

May 10, 2016 approved as is.

Executive Committee Comments

Chair – Senator Kristal Gauthier

Welcomed all senators and expressed her excitement kicking off this Staff Senate year! Reminded all current staff senators to sit in the front three rows during each of our staff meetings. New staff senator had name tags and shirts available for pickup.

Seeking another Staff Assembly delegate nominee. Staff Assembly meets every 2 months at different locations. Next meeting will be August 1 & 2nd at UNCW. At these meetings our delegates are provided with up-to-date information on things that are in Legislature, for delegates to bring back to each campus. Replacement for current senator and delegate Amy Eason. ECU has 5 representatives (3 delegates, 2 alternates (past Staff Senate chair, current chair, chair-elect, and 2 alternates).

Kristal opened the floor to nominations:

- Self-nominating individuals– LuAnn Sullivan (AA division) and Brian Clark (AF division). Kristal asked senators that were nominated to step out, to hold vote. Votes received and counted: Brian Clark will be the new Staff Assembly Alternate for ECU
- Vacant Alternate spots in Athletics, Chancellor's Office, University Advancement, seeking nominations and will take the nomination to the Vice Chancellor of the division for approval.

Updated Staff Senators on some topics the Staff Assembly covered in the May 2016 meeting.

- Salary Compensation – Nothing has been passed, however several proposals have come forward. K. Gauthier explained the details/differences of the House and Senate proposals. Encouraged senators to visit the General Assembly website to seek updates. Executive Committee strives to share updates with senators as we receive them.
- Discussed the topic of House Bill 2, and how it was discussed at the previous Staff Assembly meeting. ECU Faculty Senate passed resolution to HB2 on April 19th. Gauthier requested input to see if current Staff Senators would like to create a resolution in response or place topic on the agenda for a future meeting. Faculty Senate resolves around ECU is an all-inclusive University, embrace Diversity. Agreement from present Staff senators to

put on future agenda. Executive Committee will discuss at next planning meeting.

May 10th – another senate bill SB873 – access to affordable college education act Proposal– Five UNC System schools (Elizabeth City State University Fayetteville State University UNC Pembroke, Winston-Salem State, Western Carolina) would cap semester tuition at \$500 for in-state students. Out of State cap would be \$2500, and to also reduce Student Fees 10-25% at each of these schools, from where they currently are. Proposal also included to review renaming each of those Universities, Purpose was to impact the number of applicants and the diversity of the applicants. Since proposing, some proposals have been removed. The entire bill was withdrawn from the calendar on May 26th.

Chair – Elect – Senator Kimrey Miko

Update on Staff Emeritus program – L. Ormond (past Staff Senate chair) and K. Miko met with Chancellor Ballard and his Executive Council. After further review the committee decided to keep number of years required (ten years) to qualify. Changed from program name from Staff Emeritus Program to Staff Emeritus Recognition, (from a suggestion of University Counsel, Donna Payne). Once approved we work with Human Resources, This information will go in the Chancellor's newsletter at the beginning of the semester, to the Faculty Senate, and other applicable resources.

Alerted current senators that Staff Senate had Staff Senate Lapel pins printed. Reminder to senators to review/follow Robert's Rules of Order, which is also on the Staff Senate website.

Secretary – Senator Melissa Eakes

No comment

Treasurer – Senator Todd Inman

State Account- \$1006.13

Chancellor's Discretionary Fund - \$903.07

Gail Jordan Scholarship Expendable - \$2161.53

Children of SPA Expendable- \$1734.06

New Business

Orientation for Senators: K. Gauthier reviewed the by-laws (attendance policy) and encouraged everyone to be present at as many meetings possible, reference current [by-laws](#), page 8. Senators were reminded that when absent to contact M. Eakes (Secretary). The division alternate should fill your spot at the missed meeting, (please let your division alternate know you will be out). If any senator collects 3 (three) unexcused absences, your membership standing will be reviewed by the Executive Committee and discussed at the next Staff Senate meeting. Staff Senate meetings are held once a month, commonly on Thursday, and agendas/previous meeting minutes will be posted at least 2 days in advance (per by-laws section 3.0 D).

Committee Overview

Committees were reviewed with current senators to help each senator understand the purpose of each committee before selection proceeded.

- Within each committee there should be a Chair, Chair-Elect, and Secretary. Ideally, Chair-Elect would be a first year staff senator. Each senator is charged to learn the proper procedures that are expected of their committee. Officers are selected within the committee themselves. Goal is to have committees established by the July. Committee meeting time will be allotted in the July meeting, and at which time committees can meet to discuss officers and set committee goals. All committees are encouraged to meet once per month. The Staff Senate Chair and Chair-Elect need to attend each committee meetings, if applicable. Please include K. Gauthier and K. Miko on each committee meeting request in Outlook, please be sure to also include meeting location.
- Each staff senator needs to serve on one committee, effort will be made to honor your first choice.

CHANCELLOR'S CUP COMMITTEE

Committee is charged with assisting to plan the annual golf tournament. Usually this committee starts to meet in December. Committee is charged with collecting sponsorships, volunteering the day of the tournament, and etc. The most recent tournament in May 2016 raised over \$30,000 for scholarship funds.

BY-LAWS:

Committee is charged with to continuously review the Staff Senate by-laws, provide any clarification, and if changes need to be made the committee reviews, and provided recommendation. Senator Arielle Harper will be moving to the Chair position for the 2016-2017 Staff Senate year. (Committee commitment is an average of 1 hour per month, if necessary)

COMMUNICATION/MARKETING:

Committee is charged with updating the Staff Senate website, Staff Senate Blog, Pirate Perks, SharePoint, and Staff Senate Facebook page. K. Miko (Staff Senate C-Chair) will sit on this committee.

DIVERSITY:

Committee is charged with working with the Office of Equity and Diversity to improve diversity of ECU work-force and collaborate for ideas that are beneficial for our staff.

HUMAN RESOURCES:

Committee is charged with providing advisory input on all issues relating to compensation, Human Resources Forums, and to continue close communication with Human Resources.

REWARDS & RECONGITION:

Committee is charged with planning events in purpose to recognize employees for their dedication and continuous hard work. (i.e. Fitness Walk – October promotes healthy living and Staff Appreciation Week in April.

SCHOLARSHIP:

Committee is charged with raising money for the Children of SPA and the Gail Jordan Memorial Scholarship Fund. In 2015-2016 one fundraiser was held in the spring and raised \$1300 (Children of SPA). Members are also charged with meeting, reviewing, and selecting recipients of said scholarships. Currently the goal for the committee is to grow the funds. Currently a total of 3 scholarships are awarded from the Gail Jordan Scholarship Fund and 4 from the Children of SPA Employees Fund.

MEMBERSHIP:

Committee is charged with overseeing the annual Staff Senate nomination and election process of staff senators. The committee normally meets once a month, and also provides assistance to help fill senator and alternate positions when individuals resign or vacate positions.

LEADERSHIP & Professional Development (Ad-Hoc)

Committee is charged with promotion of leadership and professional development series (Ballard's Annual Lessons of Leadership).

Announcements

NEXT STAFF SENATE MEETING: Thursday, July 14 at 3:00 pm, ECHI Auditorium

BOARD OF TRUSTEES MEETING: July 14 & 15, ECHI Conference Rooms

July 14: Committee meetings, July 15: BOT Meeting starts at 9 am

For full meeting information, visit: www.ecu.edu/bot

Adjournment – motion of adjournment by Jackie Daniels, second by Renita Harley, motion passed.

Adjourned at 4:26PM

June 16, 2016 Meeting Attendance

First Name	Last Name	Senator/Alternate	Division	Present	Absent	Excused
Renita	Harley	Alternate	AA	1		
Shandawn	Simmons	Alternate	AA	1		
Betsy	Brown	Senator	AA	1		
Amy	Eason	Senator	AA	1		
Kim	Higdon	Senator	AA		1	X
Cyndee	Mueller	Senator	AA		1	
Darlene	Perry	Senator	AA	1		
LuAnne	Sullivan	Senator	AA	1		
Roshanda	Blackmon	Senator	AA	1		
Brian	Clark	Alternate	AF	1		
Bobby	Tuggle	Alternate	AF	1		
Greg	Dunford	Senator	AF	1		
Melissa	Eakes	Senator	AF	1		
Shalin	Hale	Senator	AF	1		
Arielle	Harper	Senator	AF	1		
Todd	Inman	Senator	AF	1		
Dawn	King	Senator	AF	1		
Billy	Long	Senator	AF		1	
Robin	Mayo	Senator	AF	1		
Kara	Ousley	Senator	AF	1		
John	Waters	Senator	AF		1	X
Jackie	Daniels	Senator	AT	1		
Sam	Saunders	Alternate	AT		1	
VACANT	VACANT	Alternate	AT			
Lori	Lee	Alternate	CH	1		
Kimrey	Miko	Senator	CH	1		

Yvonne	Daniels	Alternate	HS	1		
Brian	Davis	Alternate	HS	1		
Andrea	Bristol	Senator	HS	1		
Kelly	Dilda	Senator	HS		1	
Shelby	Donnelly	Senator	HS	1		
Patrick	Everett	Senator	HS	1		
Kristal	Gauthier	Senator	HS	1		
Nedra	Harris	Senator	HS		1	
Lisa	Hodges	Senator	HS	1		
Diann	Jones	Senator	HS		1	
Jenna	Lindsay	Senator	HS	1		
Jackie	Masterson	Senator	HS	1		
Debra	Mercer	Senator	HS	1		
Tisha	Nelson	Senator	HS		1	X
Rhonda	Nord	Senator	HS		1	X
Penny	Potvin	Senator	HS	1		
Amy	Sweers	Senator	HS	1		
Cheryl	Walters	Alternate	RG	1		
Sierra	Fountain	Alternate	RG	1		
Suhail	Guzman	Senator	RG	1		
Hannah	Jessup	Alternate	SA	1		
Darlene	Langley	Alternate	SA		1	
Justin	Janak	Senator	SA		1	X
Jeremy	Jordan	Senator	SA	1		
Nadirah	Pippen	Senator	SA	1		
Patricia	Simpson	Alternate	UA	1		
VACANT	VACANT	Alternate	UA			
Katie	Fulcher	Senator	UA	1		
Cheryl	Walters	Alternate	RG	1		
Sierra	Fountain	Alternate	RG	1		
Suhail	Guzman	Senator	RG	1		
Hannah	Jessup	Alternate	SA	1		
Darlene	Langley	Alternate	SA		1	
Justin	Janak	Senator	SA		1	X
Jeremy	Jordan	Senator	SA	1		
Nadirah	Pippen	Senator	SA	1		
Patricia	Simpson	Alternate	UA	1		
VACANT	VACANT	Alternate	UA			
Katie	Fulcher	Senator	UA	1		
EX-Officio Members						
Lisa	Ormond	Past Chair	HS	1		
Toya	Jacobs		OED		1	
Amy	Waters		OED		1	
Melissa	Bard		HR		1	
Karen	Summerlin		HR		1	
Kitty	Wetherington		HR	1		
Staff Assembly Delegates						
Amy	Eason		AA	1		
			Total Counts	39	12	0
		Quorum Needed		75		

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

2016-2017 Committee Placement:

By Laws:

Arielle Harper - Chair
Sam Saunders
Darlene Langley
Dawn King
Sierra Fountain
Lori Lee
Amy Sweers
Kristal Gauthier
Kimrey Miko

Communication & Marketing:

Patrick Everett – Chair
Hannah Jessup
Kelly Dilda
Lisa Hodges
Robin Mayo
Bobby Tuggle
Debra Mercer
Shalin Hale
Anna Logemann
Kimrey Miko
Kristal Gauthier

Human Resources:

John Waters
LuAnn Sullivan
Patricia Simpson
Renita Harley
Shelby Donnelly
Tisha Nelson
Arielle Harper
Shadawn Simmons
Kimrey Miko
Kristal Gauthier

Scholarship:

Nadirah Pippen – Chair
Brian Davis
Jackie Daniels
Jackie Masterson
Jeremy Jordan
Katie Fulcher
Rhonda Nord
Todd Inman
Kristal Gauthier
Kimrey Miko

Membership:

Melissa Eakes
Betsy Criscitiello
Cheryl Walters
Penny Potvin
Amy Eason
Darlene Langley
Suhail Guzman
Kristal Gauthier
Kimrey Miko

Diversity:

Diann Jones
Kim Higdon
Nedra Harris
Kara Ousley
Roshonda Blackmon
Brian Clark
Cyndee Mueller
Kristal Gauthier
Kimrey Miko

Rewards & Recognition:

Bobby Tuggle – Chair
Billy Long
Darlene Perry
Debra Mercer
Jenna Lindsay
Justin Janak
Yvonne Daniels
Kristal Gauthier
Todd Inman
Kimrey Miko

Chancellor's Cup:

Amy Eason
Betsy Criscitiello
Brian Clark
Debra Mercer
Greg Dunford
Jackie Masterson
Katie Fulcher
Melissa Eakes
Todd Inman
Kristal Gauthier
Kimrey Miko

Leadership & Professional Development:

Andrea Bristol	Darlene Langley	Debra Mercer	Justin Janak
Cheryl Walters	Shalin Hale	Tisha Nelson	Lisa Ormond
Kristal Gauthier	Kimrey Miko		