

Approved March 9, 2017

**APPROVED**

**EAST CAROLINA UNIVERSITY  
STAFF SENATE MEETING MINUTES  
February 14, 2017  
3:00 p.m. – 5:00 p.m.  
ECHI Conference Room A - D**

**Call to Order – Chair Kimrey Miko**

Called to order at 3:02pm

**Speaker – Justin Yeaman**

SHRA Performance Management Changes

Documents are attached to email

- *Staff Presentation PowerPoint*
- *PM Form SHRA Sample – HR Journey*
- *Calibration Guide*
- *Summary of Key Points*
- *SHRA Performance Appraisal Policy*
- *Distinctions in Ratings Table*

The PRR suggestion will be sent to Staff Senators for feedback for HR to send to General Administration.

**Approval of Minutes – Senator Melissa Eakes**

*January 12, 2017 Minutes*

Motion by Kim Higdon, seconded Betsy Crisiticello

**Executive Committee Comments**

Chair - Kimrey Miko welcomed new senators, Sonni Minton (Athletics) and Candace Darden (UA).

Project Unify – no further update, however a new website is now live,

<http://www.projectunify.org/> an external consultant group is employed by ECU and Vidant and exploring data, and hope to have more information in March.

Staff Senate is currently accepting nominations for new senators, the email announcing nominations are open will be sent out weekly. Option within the email to click to nominate. Nominations close on February 28<sup>th</sup> at 5pm. If any senator is on their second year of their first time, you will need to be nominated to run again. If any senator is in your second year of your second term, you will have to take one year off from Staff Senate. To review your standing, please see Betsy Crisiticello (Membership chair) or Melissa Eakes (Secretary). Chancellor Staton Installation (March 22<sup>nd</sup> – 24<sup>th</sup>).

[www.ecu.edu/installation2017](http://www.ecu.edu/installation2017)

Chancellor Staton will be speaking with Staff Senate in April.

Secretary – Melissa Eakes

Those that forgot to sign-in at the front, please see Melissa after the meeting. If a senator is absent in your division, Alternate #1 will need to step up and take the voting cards, to be sure that vote is covered for your division.

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Treasurer – Todd Inman  
State-\$2500.00  
Discretionary - \$860.51  
Children of SPA Employees Scholarship - \$1526.03  
Gail Jordan Scholarship - \$2186.05

## **Old Business**

By-Laws Committee  
Arielle Harper (AF) presented suggested changes to the by-laws.  
Alternate Senator - Vote for 29; Vote against: 0  
Attendance Policy - Vote for 28; Vote against: 0  
*Staff Senate Resolution 2017-01 (page 5)*

## **New Business**

Staff Senate Roster Review  
Melissa Eakes (AF) will email the roster out to the staff senators asking for edits.

Staff Assembly Delegate  
With Kristal Gauthier (AA) resignation, Staff Assembly needs one more delegate. Delegates are from each UNC System school and work closely with General Administration and work on issues that affect each campus. Each campus has 3 delegates (chair, chair-elect and past chair of Staff Senate) and 2 alternates. Senators had the following questions and were asked for nominations.  
Arielle Harper (AF) asked “how often does the Staff Assembly meet and when is the next meeting?” Four times per year, and the meeting locations are general Chapel Hill, but can rotate to some of the UNC campuses. It does involve travel to these meetings and one overnight stay.  
Nominations were open:  
Self-nomination – Todd Inman (AF)  
Self-nomination – Arielle Harper (AF)  
Amy Eason (AA) nominated Anna Logemann (AA)  
Each nominee was asked to leave the room for the senators to vote.  
Vote count for each nominee: Todd Inman – 19; Arielle Harper– 7; Anna Logemann – 4  
Todd Inman is now the Staff Assembly alternate delegate for ECU.

Staff Assembly Golf Tournament Ad-Hoc Committee  
Senators were placed on this committee at the beginning of the Staff Senator year (June 2017), and it is now time to meet. If any senators would like to be a part of this committee, please contact Kimrey Miko (AA).

## **Committee Reports**

### **By-Laws**

The committee re-worked the wording for the changes to the Attendance Policy and the Alternate Senator sections of the By-Laws. Also discussed the reasons why we are recommending the changes that were voted for in committee.

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### **Communications & Marketing**

The committee has a plan to reach out to new hires, starting March 8<sup>th</sup> and will be planned through May 30<sup>th</sup>. Each orientation will have two senators from the committee to present at the new hire orientation.

### **Diversity**

The committee has chosen a service project for the Ronald McDonald House to collect items. Boxes will be placed into four central locations for collections (February 14<sup>th</sup> – April 13<sup>th</sup>).

### **Human Resources**

The committee will be serving dinner at the Hope Lodge and are seeking donations from staff senators to cover the food cost and prizes for Bingo with the residents after dinner.

### **Rewards & Recognition**

Meet on January 26<sup>th</sup> to start planning Staff Appreciation Week (week of April 10<sup>th</sup>). Cookout, movie, health walk, and free meal voucher for staff members are currently being planned.

### **Scholarship**

The committee will be reviewing scholarship applicants and some fundraising issues that have arisen in the upcoming February meeting.

### **Leadership & Professional Development (Ad-hoc)**

The inaugural lecture with former Chancellor Steven Ballard is now scheduled for April 5<sup>th</sup>. Please look for further communication on this event.

### **Membership Committee**

Betsy Criscitiello (AA), chair of the Membership committee sent out emails reminding of senators when their term will expire.

## **Announcements**

**NEXT MEETING: March 9, 2017:** ECHI Conference Rooms

**April 13, 2017** Mendenhall Great Rooms 1&2

**May 11, 2017:** ECHI (Auditorium)

**BOT Next Meeting – Thursday – Friday, February 16 – 17, 2017**

**Murphy Center, Athletics Complex**

### **Feedback on meeting setup:**

Jackie Masterson (HS) doesn't think the current setup is sufficient due to not being able to see the Senator's name placards.

Arielle Harper (AF) stated she likes the new setup because we get to sit with each division, but offered a suggestion on possibly color coding the name cards. Kimrey Miko (CH) asked for further feedback and for senators to email her as this is constantly evolving change to try to have a productive meeting.

## **Adjournment**

Motion made by Todd Inman (AF)

Seconded by Bobby Tuggle (AF)

Adjourned at 4:34



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## **Staff Senate Resolution #16-17**

### **Resolution in Support of the University Wellness Committee's Efforts to Strengthen Tobacco Regulations at ECU**

**Whereas**, the 2014-2019 Strategic Plan says, “**We will** model healthy lifestyles for the region. We will be a leader in workplace wellness.”

**Whereas**, tobacco-free campus policies are recommended by the American College Health Association to promote the health and wellness of faculty, staff, and students.

**Whereas**, tobacco-free campus policies can help students and employees overcome addiction to tobacco products.

**Whereas**, there is no safe level of secondhand smoke.

**Whereas**, compliance with a tobacco-free policy can be achieved largely through educational campaigns.

**Whereas**, over 1,100 campuses have successfully adopted tobacco-free campus policies across the United States. This includes 47 colleges and universities in North Carolina.

**Whereas**, among HLTH 1000 students in spring 2015, 69% reported that making “this campus completely tobacco-free” would have a somewhat positive or extremely positive impact on student quality of life.

**Therefore, be it resolved**, the Staff Senate is supportive of efforts by the University Wellness Committee (UWC) to strengthen the campus’s smoking regulations.

Note: Currently smoking is banned within 25’ of campus buildings on the main campus. On the Health Sciences campus, smoking is allowed only in designated smoking gazebos. The UWC is proposing a 100’ tobacco-free (including electronic nicotine delivery systems) regulation on the academic affairs campus (the maximum allowed by NCGS §143-599). The UWC is proposing to make the Health Sciences campus completely tobacco free (per NCGS §143-599, the Health Sciences campus is allowed to be completely tobacco free).

**Be it further resolved** that the goal of a tobacco-free campus policy is not to enforce punitive sanctions on students or employees but to model health, support quitting, and build a health promoting campus with compliance inspired by education and respect.

**Approved by Staff Senate on March 9, 2017**

**Approved by the Chancellor on March 27, 2017**