

Approved: May 11, 2017

**EAST CAROLINA UNIVERSITY
STAFF SENATE MEETING AGENDA**

March 9, 2017

3:00 p.m. – 5:00 p.m.

ECHI Conference Rooms A - D

Call to Order – Chair Kimrey Miko

Called to order at 3:03pm

Quorum was present

Motion to amend the agenda to add Chad Carwein – Sustainability Manager

Motion Kim Higdon, 2nd Betsy Criscitiello

Speakers- Dr. Joseph Lee and Nadya Elliott

University Wellness Committee, *Increased Tobacco Control on Campus*

Nadya Elliott – Co-Chair of Wellness Committee

Dr. Lee, professor of Health Education & Promotion, received a grant from the American Cancer Society. The committee is requesting the support of the Staff Senate to pass a resolution for increased/improved control of tobacco on campus, currently 25ft from a building, and would like to increase it to 100ft from a building on East campus and tobacco free on the Health Sciences campus. The strategic plan for the University states we will be a healthy workplace within the region, which is part of our mission to make ECU a healthier work place.

IPAR randomly selected 620 staff members and surveyed them by Qualtrics and had 24% respond. State legislature will not allow to push smoking areas any further than 100 ft. from campus buildings. The University Wellness Committee has the support of over thirty (30) different organizations for this resolution.

Dawn King (AF) asked on how 100 ft would be on east campus, as it would put most of the smokers in the middle of the mall and who would be enforcing? Per the PRR – ECU Police could enforce it, but most would go through HR.

Kara Ousley (AF), would it be easier to isolate areas that smoking is allowed, versus where smoking is not allowed?

John Southworth (AF) is there a map for locations on campus that designated smoking area? N. Elliott stated a map is currently not available, however the Rawl Building has smoke coming in through the HVAC system when smokers congregate outside of the building smoking next to the “No Smoking” signs.

LuAnn Sullivan (AA), how does this relate to the stadium? Chris Sutton (CH) noted there is designated smoking areas on the North/South side and outside of Minges for smoking.

Lisa Hodges (HS), did Faculty Senate approve? Yes, 100% and the Student Government Association as well.

Rhonda Nord (HS), west campus is tobacco free, but there are still smokers, so this allows us to question how this will be enforced?

Notes – stated ban on campus buildings (Academic Affairs), should be referred to as Main Campus

Todd Inman (AF) –will current “no smoking” signs be taken down, if this passes? With this grant, N. Elliott noted that campus hopes to roll out a new educational design for the “no smoking signs.”

Motion Kim Higdon to approve with changing campus names. Betsy seconded;

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24 voted for approval; resolution passed. *Staff Senate Resolution #16-17*

Chad Carwein

ECU Sustainability Manager

Compile a greenhouse gas inventory (link to report)

Sustainability Tracking Assessment – energy, waste, water conversation, sustainable purchasing

Joint resolution to improve recycling rates

Just over 25% recycling rate, several Universities across the country is 45-50% rate.

Several colleges have already achieved 0% waste campus. Our recycling is extremely understaffed, and need FTE. Earth Week (17th – 20th) week of April.

Work with Aramark to bring in an alternative items for the Staff Appreciation Week cookout.

Earth day – Shredding and E-waste –

One line plug on invitation (bring electronic or paper waste) to be recycled at this event. Kara Ousley (AF) if electronic equipment is ECU owned, please check with ITCS.

Lisa Hodges (HS) would like to see more through email to support recycling.

Dawn King (AF) a big missed recycling opportunity is when students move out of the dorms in May. NCSU has a program where there are different opportunities.

Give and Go Donation Drive – on the recycling services webpage

Arielle Harper (AF) is there a place to recycle cardboard?

Chad stated “recycling is the gateway drug to sustainability.”

Approval of Minutes – Senator Melissa Eakes

February 14, 2017 Minutes

Executive Committee Comments

Chair - Kimrey Miko

Meeting setup – took all suggestions, please remind all senators to stand up when speaking and say their name/division.

Keisha has served as an HR official, reviews, gives feedback – presented a purple Staff Senate shirt.

Project Unify – BOG made a motion and it was approved, Steve, Spellings and Staton (review a news story) --- as far as how this will reflect ECU Staff, this is unsure and we are awaiting further information. President Spellings Legislation session, advocating for a responsible salary increase

Governor Cooper – proposed budget includes salary increase reoccurring payraise of 2% or \$800, and a 1 time bonus of \$500.

Staff Assembly – Matt Brody, UNC is looking into expanding EHRA finance budget, IT classification, this is for current employees, and not for new hires. Overall rating system would be

Strategic Planning – Chancellor Staton has assembled a committee of campus leaders through 2019,

Strategic Planning member will be presenting at the April Staff Senate meeting., will bring a survey.

Staff Emeritus is set to be recognized on March 22nd 9

Clayton Sessom

Nellie Taylor

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Lori Bullock
Donna Evans

Original thought is to have a plaque displayed with their names, and also present them with a medallion. New option will be a crystal cube inscribed with ECU logo, Staff Emeritus logo and date.

Volunteer Hours list was passed around.

Secretary – Melissa Eakes

Motion made to approve the February 14, 2017 minutes by Amy Eason, seconded by Dawn King.

Vote for 25

Treasurer – Todd Inman

State - \$2499.54

Discretionary - \$827.85

Gail Jordan Scholarship - \$2186.05

Children of SPA - \$1526.03

New Business

Staff Senator Orientation Discussion

Kimrey opened up the floor for discussion for what points in the by-laws that need to be reviewed to new senators:

Lisa Hodges (HS) attendance,

Kim Higdon (AA) general expectations, when your term starts/ends, general idea of how many hours a week/month, time commitment

Arielle Harper (AF) include all of the different committees, what they are, what are being worked on, to provide a better idea of what the purpose is

Lisa Hodges (HS) how do you go about getting something on the agenda

Dawn King (AF) overview of the calendar, (Fitness walk, staff appreciation, etc.)

Kimrey was the committee meetings helpful with being setup one at a time (calendar year)

Kim Higdon – thought this calendar year-around was a great idea

LuAnn Sullivan (AA) people need to take serving as a staff senator very seriously, attendance, seems a lot less commitment now than in the past. Senators are elected to SS to serve, it needs to a priority. Senators know when they are expected to be there, and as a senate we can't function if senators aren't here to do the work.

Arielle Harper (AF) links of staff senator websites, keep information up-to-date, quick links for information

Committee Reports

By-Laws

Arielle Harper (AF) – committee went over the positive/negative of the items presented to the staff senate body. In the process of reviewing the Executive Committee (4 members). Committee is currently reviewing adding all of the chairs on the standing committees to the EC committee, to have better communication. To

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help plan the agendas and the meetings for the Staff Senate. Chair would remain as the leader, but have additional leaders for the chair to rely on. Kimrey fully supports this ideas, as this is a way for committees to work together. Arielle – opinions are necessary and wanted.

Kim Higdon (AA) clarification on what chairs (7 standing committees, plus the EC committee). Committee will be discussing this at their next meeting (03/15/2017)

Communications & Marketing

Patrick Everett - Committee members presented to the new hire orientation to promote the staff senate.

Staff Appreciation Week – will be taking pictures and posting to help promote that week.

Encourage all committees to send C&M updates on what you might be working on, to add on FB.

Diversity

Diann Jones (HS) accepting donations for the Ronald McDonald House Brody, Mendenhall, Austin, Joyner Library --Donations through April 12th
Table setup at Fitness Walk in April

Human Resources

Tisha Nelson (HS) committee met in February and had a staff member ask if we could extend the amount of time to makeup the makeup days (90days)

If he would go to non-exempt to exempt would leave

Employee Assistance Fund, committee still reviewing and tweaking

Served Hope Lodge on 03/08/2017 - Pineapple Cheese Casserole, Chicken Pot Pie, lima beans, & brownies, then played Bingo. Gave out about 20 prizes.

Rewards & Recognition

Staff Apprecation week logo was created and approved, and will be used on all Staff Appreciation marketing items.

Scholarship

Nadirah Phippen (SA) met to select the award recipients (2 candidates for each), all are receiving \$1000. Award ceremony proposal May 11th, and hopefully the family of Gail Jordan will be in attendance to speak on the importance of the scholarship.

Discussion on fundraising – possibly a Scholarship Ball

Membership Committee

Betsy Criscitiello – nominations closed on February 28th, hoping elections to open up by March 17th, currently have a good group of nominees.

Leadership & Professional Development (Ad-hoc)

Inaugural Ball – Wednesday April 5th, Ballards Annual Lesson of Leadership

Committee is requesting to become a standing committee. (have the proposal done before the next executive committee meeting).

Staff Assembly Golf Tournament (Ad-hoc)

Chair – Todd Inman, Secretary – Anna Logeman

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Tobacco Road, Sanford ; May 17, 2017

Goal is \$50,000, raised \$34k~ in 2016

Janet B. Royster Scholarship Fund. Board of Governors is normally the naming sponsor.

Announcements

Chancellor Staton Installation Website: <http://www.ecu.edu/installation2017/>

Installation Week: March 20 – 24, 2017

Service Awards Reception: March 22, 2017, 5:00-7:00pm, Murphy Center

Installation Ceremony: Friday, March 24, 2017 at 10am, Wright Auditorium

Staff Appreciation Week: April 10 – 14, 2017

Staff Appreciation Cookout: April 11, 2017

Staff Appreciation Health Walk: April 12, 2017

Upcoming Staff Senate Meetings:

April 13, 2017 - Mendenhall Great Rooms 1&2

Melissa will send out the map

May 11, 2017 - ECHI Auditorium

Adjournment

Motion for adjournment –LuAnn

Betsy Criscitiello