

Approved: May 11, 2017

**EAST CAROLINA UNIVERSITY  
STAFF SENATE MEETING AGENDA**

**April 13, 2017**

**3:00 p.m. – 5:00 p.m.**

**Mendenhall Great Rooms 1 & 2**

**Call to Order – Chair Kimrey Miko**

Called to order at 3:05pm

**Speakers**

**Chancellor Cecil Staton, D. Phil**

Chancellor Staton shared his vision with ECU staff senators and how ECU will be the next great University in the nation. Staton stated how we will work to prepare students for the world we live in and compete in. ECU possesses a range of assets and these assets provide us a broad base to support our students and provide them with opportunities. This past fall, 2016, ECU reached record enrollment, and we will continue to see growth on our campus due to the wonderful programs we as the ECU community can offer. During Chancellor Staton's installation he challenged attendees to be prepared to "Capture Your Horizon." During the short-term Staton has some goals that will help ECU jump start the process. Some of those goals are to work on telling our story here at ECU, and to market our University, which means to work on our branding. Some of the goals are student related, so we as a University can work on preparing them for the world they are going to inherit. Those goals include building more research opportunities, interactive classrooms, and our capital campaign. Our capital campaign is a goal to raise \$500 million for capital projects, infrastructure, and scholarships to raise money for professorships, and study abroad opportunities to help our students expand their knowledge globally. Apart of this campaign, we will continue to be advocates across our region, the state and our nation. We also want to push to have the ability to be competitive for our staff and faculty and to reward for the good work that happens across our campus. Chancellor Staton stated he is looking forward to the annual Staff Senate Luncheon with his Executive Council, and thanked each staff member for all they do for our campus and to make each student successful, as our number one job here is our students and their success.

**Strategic Planning Committee**

Dr. Christopher Locklear

In January 2017 the Board of Governors approved the UNC system Strategic Plan around five things: Access, Success, Affordability, Economic Impact, and Excellence Diverse Institutions. In February 2017 Chancellor Staton appointed a new Strategic Planning Committee with an executive working group and an advisory group. Dr. Christopher Locklear and Laura Grant are the co-chairs of the Strategic Planning Committee. When the Chancellor formed this new committee, he extended the planning timeline from 2019 to 2021 to ensure we can align our plan with the UNC plan, which is the charge of the Strategic Planning Committee along to be responsive to prompts we receive from General Administration. The first prompt we have received is around our area of distinction and each university shall strengthen reputation of accomplishments, by identifying mission focused academic area(s) of distinction and achieve significant regional or national recognition in those areas by 2021-2022. We are required to respond to the prompts by set deadlines and our final submission back to General Administration about our area of

distinctions will be in May 2017. The report will be made public in May 2019 on our progress and the areas we have identified. Another progress update will be public May 2021, and in December 2022 the final report will be available. A survey will be sent out to campus concerning Strategic Planning and it will revolve around the three statements that have been generated to date (transformative engagement, creating opportunities of social mobility, and culture champion of eastern North Carolina. As of April 12<sup>th</sup> over 400 responses had been collected. The survey will remain active until noon April 21<sup>st</sup>. Dr. Locklear encourages senators to go back to our units and encourage individuals to complete the survey.

Another prompt is coming from General Administration about institutional effectiveness and a performance improvement plan with system level metrics provided of low income enrollments (PELL grant recipients), rural enrollments (tier 1 and 2 designation), five year graduation rate, undergraduate degree efficiency, achievement gaps undergraduate degree efficiency, criminal reports, and research productivity. The committee will continue to work over the summer and are currently creating an updated website to keep the campus community up-to-date.

Senator Arielle Harper (AF) asked if there are any opportunities for part-time, non-traditional students, does the Strategic Plan include anything for that section of our student population. Dr. Locklear answered that some of these items will be included in the metrics when the committee starts looking at the degree efficiency. However, the completion of data is based on full-time, four-year first time students. ECU is trying to get a program off the ground called Amped-Up, and it is targeted towards active duty military, as they might be facing active deployment and they are offered 8-week delivery general education classes.(25:19)

Senator Shelby Donnelly (HS) asked if the committee has an expected date of the Strategic Committee Planning website becoming live. Dr. Locklear answered that he expected to have the structure of the website up soon, and then they will have periodic updates, but they want to be conscientious and not overuse ECU Official with contact to campus.

Senator LuAnn Sullivan (AA) asked when students arrive as freshman and are unsure what they want to get a degree in, what is the plan to get those students to finish in four years. Dr. Locklear answered that this committee has a couple of strategies and access to research shows students could change their major within the first year and even into half of the second year, if the major is changed after then additional time will be added to the enrollment length. Our campus has Degree Works, but it is not completed implementation across campus and the request for funding to finish implemented has been requested. This also assists campus to better forecast what courses need to be offered each semester. We know these metrics aren't going to fit every student, but it is centered towards our four year graduation rate, which now is 37%.

Senator Dawn King (AF) institutions that make course map more accessible are very helpful to students visualizing how long it will take to complete a degree. Dr. Locklear stated there are a few programs within College of Arts & Sciences that have agreed to start a pilot group for a student success map. The success map could help students and parents visualize what is necessary for the program, but also be able to view globalization activities to participating in a global understanding course through the option of an exchange program and to help understand what are some career development practices they could join and also what graduate school options would be available with certain degrees. Institutions that have had real success with developing and utilizing this type of map.

Senator Lisa Hodges (HS) does ECU have any co-op or internships available? Dr. Locklear stated there are co-op and internships available and some are available within the certain degree programs and others through Career Services. One thing we want to remind

students and parents at orientation is that when paying tuition for 12 credit hours, there is no additional charge for taking a total of 15 or 18 hours.

### **Approval of Minutes – Chair Kimrey Miko**

March 9, 2017 Minutes

Quorum wasn't present; minutes will be tabled until May 11<sup>th</sup> meeting

Motion to amend the agenda by Amy Eason, seconded Arielle Harper

### **Executive Committee Comments**

Chair - Kimrey Miko

Reminder senators that you should have received the election ballot and to understand some constituents who have not received the email, and please let Kimrey know who has not received. There has been issues with the report from Human Resources and we are working to resolve the issue with the report.

Senator Arielle Harper (AF) stated the original email came out on March 28<sup>th</sup>.

Thank you to all that have helped with the events whether it be advertising or volunteering. We know we did have some issues with the dining vouchers and the hours of availability. The vouchers were printed prior 2 weeks prior to the Staff Appreciation Week and we had a lot of frustration from staff members on how dining shortened the hours on Fried Chicken Wednesday that they would accept the vouchers, and due to the late notice we had no opportunity to negotiate this, but we want to remind campus that our students are first here on campus, as without the students the campus wouldn't be here. This decision wasn't not to downgrade the importance of Staff Appreciation Week, Dining Services had to make the decision to better serve our students.

BALL Leadership Lecture was a great event, and this was the first of many and we would like to thank the Leadership committee and chair Andrea Bristol.

Lisa Ormond, Kimrey Miko, LuAnn Sullivan, Todd Inman and Kim Higdon attended the Staff Assembly meeting in Chapel Hill in March and we were able to get an Human Resources update. Matt Brody stated that the UNC system has never measured employee turnover and engagement. General Administration is working on having a survey and tools to implement the data. They want to use this data to better the workplace, how does job satisfaction relate to salary range. Other points they want to measure is professional development, and what institutions are promoting professional development. GA is working with OSHRA to clean-up the adverse weather policy and to make technical corrections to Adverse Weather condition 2. Also, Legislature is currently in their long session, and reminded senators to watch bill HB540, this bill proposes a raise to all state employees that make less than \$100,000 and it is currently in review in the House. Senator LuAnn Sullivan (AA) asked if this is an increase to the base salary. Kimrey noted this would be an annual increase to the base salary.

Reminder, ECU is sponsoring Take Our Sons and Daughters Work day this email went out on ECU Official, please be sure to bring your children to work. Our next meeting is May 11<sup>th</sup> at ECHI, we will welcome new senators, scholarship recipients, and we will be recognizing out-going senators. We will have a reception at the end of the meeting honoring our scholarship recipients. Reminder to senators that our luncheon with Chancellor Staton and his Executive Council will be at Club Level, enter in gate 7.

Treasurer – Todd Inman

State \$962.59

Discretionary \$752.42

Children of SPA \$1526.03

Gail Jordan \$1936.05

Reminded all senators to bring any old t-shirts for Earth Day, please email Todd and he will come and pick up from your office. Earth Day is scheduled for April 21<sup>st</sup>.

## **Committee Reports**

### **By-Laws**

Arielle Harper (AF) stated the committee has been working on section 4 of the By-Laws and will present at the May meeting. Committee has lots of good things coming up with plans to help leadership, be more proactive, add more people to Executive Committee. The proposal will be included with the May 2017 agenda email.

### **Communications & Marketing**

Patrick Everett (HS) stated the committee assisted with promoting BALL, and helped to reach over 350 people, assisted Rewards and Recognition with advertising on the staff senate website and Facebook. Photos were taken from the events and be added. Committee also assisted the Diversity Committee with the RMH drive. There is a time-limited Pirate Perks rom Hammock Source, which is a 10% coupon to all ECU employees. This committee is charged with attending each new employee orientation and giving a quick 5-10 minute overview of Staff Senate. There are some open dates to help with this presentation, if you would like to participate please contact Robin Mayo. We have received great feedback from this and hope to continue each year. Also, friendly reminder to all committees if you have any events coming up, please let us know.

### **Diversity**

Nedra Harris (HS) updated that the committee met on April 6<sup>th</sup> and discussed adding a gift bag to the fitness walk. The Ronald McDonald House project was a great success and the committee will be delivering those items today.

### **Human Resources**

Tisha Nelson (HS) updated that the committee has become aware of some employees across campus with FLSA issues which became affect in October. Some employees received a raise due to FLSA, but then the federal government didn't approve the bill, so the pay rate will reset, but any overpayment is not due to back at this time.

### **Rewards & Recognition**

Todd Inman (AF) updated that the Staff Appreciation cookout was a success and we had over 750 employees in attendance, but only had 600 RSVP. The fitness walk that took place during Staff Appreciation week had over 27 vendors, and over 200 attendees. The committee hasn't received exact numbers on how many vouchers were used, but we had a great turn-out along with great weather. Next year the committee wants to push for more vendors at the fitness walk. We had several suggestions that we can take into consideration next year. We will discuss with Dr. Niswander to hopefully put the meal voucher on the 1card. Another suggestion was to have a cookout on main campus and have the fitness walk on main campus, maybe a family fun day activity.

### **Scholarship**

Kimrey Miko (CH) updated that the recipients have been selected and are planning to award the scholarships at the next meeting. There are 2 recipients per scholarship and the committee is also working on fundraising events.

### **Membership**

Betsy Criscitiello (AA) updated that the committee has been working on issues with ballots, and asked for senators to please let committee know who has not received.

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

Andrea Bristol (AA) thanked everyone for coming out to the event and showing the support, the committee will have more information at a later date.

### **Staff Assembly Golf Tournament (Ad-hoc)**

No report at this time, the committee is still working on sponsorships

### **Announcements**

April 25<sup>th</sup> Staff Senators Luncheon with Chancellor Staton & Executive Council

April 27<sup>th</sup> Take Our Daughters and Sons to Work Day!

Next Board of Trustee Meeting:

Thursday – Friday, April 27 – 28, 2017; Murphy Center

### **Upcoming Staff Senate Meetings:**

May 11, 2017 – ECHI Auditorium

### **Adjournment**

Motion to adjourn by LuAnn Sullivan, seconded by Tisha Nelson; approved

Adjourned at 4:20pm