

**EAST CAROLINA UNIVERSITY  
STAFF SENATE MEETING  
Thursday December 14<sup>th</sup>, 2017  
3:00 p.m. – 5:00 p.m.  
MSC Great Rooms**

**Call to Order – Chair Kimrey Miko**

- Called to order at 3:09PM

**Approval of Minutes – Anna Logemann**

- November 7<sup>th</sup>, 2017 Minutes
- **Did not have quorum to vote – will vote on approval of November minutes (along with December minutes) at January Staff Senate meeting.**

**Presenter**

- Nonie Garcia – Director of Classification and Compensation ECU Human Resources
  - SHRA Career Banding Market Index Trends
  - Career Banding (CB) system was established in 2008 by the state
  - In 2012, a 1.2% increase was added to the CB salary ranges; in 2014 an even \$1000 was added to the CB salary ranges; in 2017, they added a 1.5% increase and a \$1000 increase to the salary ranges for fiscal years 2016-2017 and 2017-2018.
  - A study was done in 2017 and found that some CB salary ranges (in some occupations) have not kept up with the labor market rates. Some of the gaps could be as much as 11.6% depending on the job family, title, area and other factors. This gap is not uniform across the board.
  - UNC General Administration is working on a proposal to incrementally adjust these CB salary ranges over several years to address this market ~~gap~~. **Gap**. This is subject to final approval by the Office of State Human Resources.
  - The University is working on getting everyone that has this gap up to the correct amount; some areas were not able to make this adjustment due to lack of funds.

**Executive Committee Comments**

- **Chair – Kimrey Miko**
  - Reminder to please submit your volunteer hours via the link sent out in the email
    - Email Anna if you would like to know how many hours you have submitted as of today
  - We are half way through the year!
  - Showed the Chancellor's Holiday Video
  - Project Unify – Daily Reflector article by Michael Abramowitz from 12/13/17
    - Hired a consultant firm to help with the Project Unify marketing and kick off strategy
  - Next Board of Trustees meeting at: Coastal Studies Institute in Manteo instead of ECHI, February 15<sup>th</sup>-16<sup>th</sup>, 2018.
    - Format will be different due to the location

- **Chair Elect – LuAnn Sullivan**
  - Nothing of substance to say, but want to voice displeasure that ECU staff senate had no representation at the Project Unify meetings – think it is completely wrong that we have been left out since it affects a large number of staff members who we represent
- **Secretary – Anna Logemann**
  - Sign in if you have not
  - Submit volunteer hours if you have not via the link sent out with the agenda
  - If you want to know how many hours you have submitted, please email me and I will look it up for you
  - Lisa Hodges: just submit work hours or outside hours
    - Please submit all volunteer hours
- **Treasurer – Todd Inman**
  - Children of SPA Scholarship: \$2,790.94
  - Discretionary Fund: \$761.22
  - State Fund:– \$437.78
  - Gail Jordan Scholarship: \$2,659.39

### Old Business

- Bylaws – Article IV, Section 4.0.B – Parliamentary
- **Do not have quorum to vote on by-laws revision**

### Committee Reports

- **By-Laws – Amy Sweers**
  - Read the link sent out with the revisions – will submit in January when we have quorum
  - Reviewed and approved simplified staff senator and alternate senator duties and added to new website
  - Want to add **staff information** to the new website – they notified marketing committee what they want added
  - Upcoming meeting will discuss 3 new positions
- **Communications and Marketing – Robin Mayo**
  - 99% done with the new website
  - Showed it to staff senate
  - Let us know events you have coming up so we can help market them for you
  - Will send out link to members to review it before it goes live
- **Diversity – Alexis Moye**
  - Trying to show interest in the Green Dot training ECU offers – will be contacted when it starts
  - Following up on getting a diversity photo database
  - They want to set up a generational training
  - Working on diversity recruitment for staff senate
  - Diversity plan launched in March
  - 2018 Annual MLK Celebrate: Tamika Mallory is the keynote speaker
    - Free event and open to the public
    - Have to pick up tickets at Mendenhall Student Center
    - Wednesday 1/17/18 at 7pm in Wright Auditorium

- Online diversity training modules need to be completed if you want to do any of the face-to-face trainings next year
- **Human Resources – Helen Lovett**
  - Hope Lodge volunteer on 1/17/18 at 7pm – Contact Shandawn to sign up
    - Will need to get there at 5:30 – just need help serving the food and help with Bingo
    - Will send call out for assistance after the holidays
  - Edited the guidelines for the employee assistance program
  - 1/4/18 – next committee meeting
  - If you want to join this committee – let them know
- **Rewards and Recognition – Bobby Tuggle**
  - No new events planned yet – email Bobby if you have any suggestions
  - Working on moving events around for staff ~~appreciations~~ **appreciation** week
  - Will meet in January – date TBD for this committee meeting
- **Scholarship – Todd Inman**
  - Got a small check from McAllister’s from the dinner night – event did not go well
  - Buffalo Wild Wings is sending a \$100 check for the scholarship fund
  - Feb 23<sup>rd</sup>, 2018 is when they will review scholarship applications
  - **Joel Stocks:** Are these scholarships endowed?
    - **Sarah Jones:** At least one of them is
    - Joel or Sarah will look into it for us; they will ask Nadirah Phippen
- **Membership – Lisa Graepel**
  - Attendance issues with some members
  - Ideas for website for their page
  - Working on election details and new roster format ironed out
  - IT help with supervisor list to contact them directly when we get a nominee
    - Nominations opening late January
- **Leadership and Professional Development – Tisha Nelson**
  - Talked about Ballard’s Annual Lesson on Leadership (BALL)
  - Tentative dates: April 4, 11 or 18 of 2018
    - They are hoping to have Marilyn Sheerer as keynote
    - Dr. Scott will be the opening speaker

## Announcements

- **Next Staff Senate Meeting**
  - Thursday January 11<sup>th</sup>, 2018 at 3pm in MSC Great Rooms
- **Board of Trustees Meeting**
  - Thursday-Friday: February 15<sup>th</sup>-16<sup>th</sup>, 2018
  - Location: East Carolina Heart Institute
    - At coastal studies institute instead
- **Board of Visitors**
  - Next meeting in January 2018 in Raleigh, NC

## Adjournment

- Adjourned at 4:27pm