

Staff Senate Monthly Meeting
May 11, 2023 at 3:00pm
East Carolina Heart Institute Auditorium

MINUTES

Call to Order Aisha Powell, Staff Senate Chair

Approval of Minutes Senator Jennifer Jones
April minutes were approved.

Campus Update Dr. Philip G Rogers, Chancellor

Summer months are coming and that means prospective students and their families on campus when we have orientation sessions, where we are trying to remind them that this is the place that we want them to be in the fall. We all have an opportunity to make a difference and impact in that space. Survey data tells us that more than 90% of our students are either employed or are in graduate school within six months of graduation. Southern Association of Colleges and Schools visit – onsite site reaffirmation visit. They come every ten years and make sure we are doing what we say we are doing in terms of meeting the standards and principles of accreditation. We had a terrific visit and that is because you all rolled out the red carpet for our visitors on campus. I cannot officially report how it went but they are going to vote in December at their Board of Directors meeting.

Board of Trustees meeting – rolled out ECU’s refreshed strategic plan titled Future Focused, Innovation Driven. A campus wide effort to take a look at who we are and where we want to be over the next five years. We are staying true and consistent with our DNA of our mission of student success, public service, and regional transformation. We did that while at the same time looking forward to developing a set of vision priorities that will take us out over the next five years to ensure we remain a competitive, forward-thinking, future focused institution. That wraps innovation around all that we do. We rolled out three new vision priorities focused on advancing social and economic progress, advancing workforce success, and being good stewards of rural health and well-being. The next step is going to be over the course of the summer and into the fall, to really dive into what this means for you from a unit, department, and office perspective. How you can see yourself in it and you can advance it through the work that you do each and every day on your campus. If you have not seen it yet, I encourage you to go to the website and check it out.

Legislative advocacy - House budget passed about a month ago or so. It had some good things in it for the future of higher education in North Carolina and some really great things in it for ECU and for our employees. It included funding for the UNC performance weighted funding formula. It included a 4.25% salary increase for the first year of the biennium and a 3.25% increase for the second year of the biennium. Fully funded our big ask campus priority this year, which was an expansion of a number of dollars associated with our primary care workforce in eastern North Carolina. This includes expanding the

class size of our medical school, doubling the size of our physician's assistant program, some operating funds for our PASS Clinic and a number of other things that will advance primary care in eastern North Carolina. We did not get our scholarship program included in it that we had hoped to get, but we have high hopes that we'll be able to get that in on the Senate side. Senate budget should come out early next week, hopefully by May 15th. House and Senate determine budget then they bring it to a conference committee, and they decide what the final budget will look like. That committee then sends the budget to the governor.

Board of Trustees Members – 2 new members that will join us on July 1st. The Board of Governors appointed Dr. Vanessa Workman, who is an interventional radiologist here in Greenville. She is on the ECU Foundation Board of Directors, and the ECU Board of Visitors. She is well versed in who we are and what we do. They also appointed Mr. Carl Rogers out of Wilmington. He has been on a number of boards and has served us for many years at East Carolina University. We have two more appointments that will come up through the legislative cycle at some point in the next month that will round out our 13-member board for the next couple of years. That group will get started July 1st.

University Advancement -We are out working as hard as we can on our \$500 million comprehensive campaign. We had a very successful Pirate Nation Gives Day. We had 2300 or so individual donors. We raised almost \$12 million in a day. That was a record that far exceeded our expectations. That means that people believe in ECU, they want to invest in ECU. That is because all of you are delivering on the promises that that we have made. We are over, I think, around 470 more million towards our \$500 million goal. We are looking forward to wrapping that up by December or earlier.

Q: What is the status of promised buildings on campus?

A: The priority right now is getting the medical education building out of the ground. One of the challenges of capital infrastructure projects at this time is that we have seen inflation costs have skyrocketed. For example, when you have a \$215 million medical education building that was envisioned many, many years ago, and it finally gets funded within the General Assembly, and then you have inflation, you have to either think about scaling down a project size or you have to think about how you can bring some additional dollars in to support that. We are talking with the General Assembly about some opportunities to add some dollars to that facility so that we can build it the way that we need it to be built. You all know it takes time to do state facilities. In terms of legislative investments, I think from a state funded perspective, we are likely to see the UNC system as a whole, focus more of their time and attention on repair and renovation projects of our existing facilities, because we have so many aging capital facilities across not just ECU but across the entire system. Last year we got eighty-six million. We have a similar ask this year to be able to come in and repair our existing buildings. There could be some facilities that we fund through private giving. A lot of those happen on the athletics campus. It is important from a funding standpoint to be able to have cash in hand when you do that, as opposed to starting the new building with pledges only. More than likely you are going to see repairs and renovations more than brand new facilities coming out of the ground.

Q: Will project Kitty Hawk be launching soon?

A: It is intended to launch soon. The goal is for the first set of programs to be launched in October 2023. That does not necessarily mean that it is going to be a program that is an ECU academic program that is launched in 2023. They are going through their due diligence process right now with institutions that have signed letters of intent with Project Kitty Hawk. We're one of nine institutions in the system that have signed a letter of intent that basically means we're interested in exploring the market with them in a serious way to determine if we have any academic programs that meet the quality qualifications for

advancing scale online or to looking out into the potential student market to determine if there were students who would come and do a program like that. If there are employers that would hire those students when they graduate. They are in the process of determining which schools they feel like have the best infrastructure to be able to launch in October. There are some schools they are saying that right now we need a little bit longer to build your technology infrastructure, to build your culture around this. Then there are some this is a ripe program from a market standpoint to run with that they are going to be able to launch and go in in October.

Professional Development

Robert Weatherly, Director of Learning & Organizational Development

Here today to talk about is a little bit about some of the development resources that are available for faculty and staff here at ECU. We think about development. Most of us are going to think about training, right? We have all gone through some compliance training or some required training that we had to go through for our positions, in a past or in a current role. Professional development and personal development often go hand in hand and so these are some of the opportunities that we offer here at ECU.

Talent development plans – coming into the end of the performance cycle for 2023, and we are going to be launching the 23/24 program. One of the most overlooked aspects of these performance review plans is the talent development plans, and these really should be in place for every employee as part of the annual performance planning. As an example, one of the things that we want to make sure that these performance plans have are specific training and developmental experiences for employees and somebody that is worked in employee relations and have having looked at a lot of these performance plans in the past. A lot of times I see John will take three additional training courses this year, not specific. It is not really pointing things in a direction. One of the things I would encourage you to do as supervisors or to encourage your supervisors to include or to tailor those experiences to match up with the demands of the job that an employee may have today. Also think about what are the things that that employee wants to grow into. If you have an employee who is interested in moving into a supervisory or a leadership role, finding some experiences for them to be mentored, participating in the Leadership Development Academy, some of these different types of experiences on campus need to be specific to what that employee's personal career goals are. Great leaders are going to work through these on a regular basis. We want them to grow. We want them to develop. We need to develop that new generation of leaders. Some of those professional development options are going to be on demand training so that you can access things that have been either recorded or they've been loaded as online modules that you go through, you either read or you listen, you watch videos, or sometimes there'll be a quiz or there'll be some type of a knowledge check. Those options are available, but we also use Cornerstone to track these live sessions in which you may participate. Each of you is focused on trying to make sure that Cornerstone really becomes the home for compliance, training, delivery, and tracking. One of the great things about it is it's also connected with LinkedIn Learning. You have seen us advertise some of our LinkedIn lunch and learn sessions here over the last few months. That is one of the ways that we advertise those to Cornerstone, but you can also access LinkedIn learning directly through LinkedIn. Go to your LinkedIn account and link your ECU email address to it. If you do that, you are going to get access whenever you log into LinkedIn to be able to access all of that LinkedIn learning content directly through the LinkedIn portal. One of the things that they have rolled out in the past year has been a series of career pathway development plans. All of our ECU faculty and staff have access to the LinkedIn Learning Library, as do our students. ECU Certification Programs have just finished their last semester. In the Fall, we will be rolling out three new pathways. They are going to replace the current program and those are going to be the workplace professional pathway, the health care professional pathway, and then the supervisor readiness pathway. The idea behind these is these are going to be opportunities for people who are looking to move into new roles. They are

looking to expand their expertise in a specific area. The workforce place professional is going to be a little bit more of a broad opportunity for learning. You will learn a little bit about electronic and technology skills. You will learn some communication skills. We will talk a little bit about how to work in a remote or hybrid work environment. There are a lot of different aspects to that. The best part of it is we are also going to be adding some electives so that you can tailor that experience for your own for your own pathway. The second pathway is going to be the health care professional pathway. We get a lot of requests from people who are interested in moving over to the health sciences world, but they do not have the background and experience to do that. We want to try to provide them with an overview of what that looks like. What is the health care environment like? What is it like to collaborate with a team of health care providers, whether you're in an administrative role or in a provider role? Finally, the supervisor readiness program. This will replace the old supervisor certification program. In the past on a lot of the hard skills, how to fill out facilities tickets, how to create new policies and those types of things. We are going to be changing that format to really focus more on the soft skills side of what it means to be a supervisor, how to utilize empathy and emotional intelligence. We are going to be talking about servant leadership as a core concept, and that is something you will start to see permeated throughout a lot of our training over the next couple of years. One of the ways that we find a great opportunity to engage with our teams here is by getting together with small departments and leading them through some exercises to help them better understand each other, help them work together more smoothly, but also and more often than not, to help them communicate more clearly with one another. One of the biggest ways that we have done this, and one of the more successful ones, is by going through the DiSC workshop. We also offer a Team Dynamics workshop. We offer something called Survivor! Training. I encourage you to reach out to us at the Learning and Organizational Development Group if it is something that your groups are interested in or any of your departments might have a need to do a little team building over the summer. Other Development Resources at ECU include continuing professional education, lifelong learning program, online career training, and a legal studies program. The Office of Faculty Excellence offers workshops, and they are open to all faculty and staff. They offer some professional development options and then they will also tell you a little bit about teaching resources. The Office for Equity and Diversity offers a constant stream of workshops that deal with all the different aspects of equity and diversity and inclusion and belonging that you could possibly imagine. The Brody Office of Faculty Affairs and Leadership Development offers similar programs and professional development opportunities. ECU career services is available to help with a variety of different topics resume building and interview skills. ECU Health Office of Training and Engagement is one that we are starting to work with a little bit more closely as we move through this ECU health integration. For personal development, ECU offers different options that are free to faculty and staff in most cases. Mindful ECU – wrapping up two-year engagement, offers meditations, articles, and books, and on demand courses to learn how to integrate mindfulness into your daily life and work. Ginger offers confidential on-demand behavioral coaching and therapy to ECU faculty and staff and their dependents over the age of eighteen. ComPsych offers confidential counselling, financial and legal guidance, and work-life balance solutions for you and your dependents.

There has been an emphasis in the last couple of months on artificial intelligence and so we have heard students use it. How can we use it as staff members to make our jobs more efficient? Right now, in the learning space there is a great deal of introductory content. I do not know that we have any definitive plans today to start to integrate that into a lot of our current systems. We have talked about some potential chat bot solutions in responding to questions, but I do not love those. Expect we are going to see a greater emphasis here over the next really over the next 3 to 5 years on how we start to integrate it into things where it makes sense to do so. Customer service is one of the areas where it could make the most sense for us. We talked with the other UNC institutions, and they mentioned one concern about the Office of Faculty Excellent but not a staff version. One of the things that is very

clear to me is that the learning and organizational development group within human resources that should be our function is to provide the same types of services and we want to continue to grow those functions.

Election of 2023/2024 Executive Committee

John Southworth, Staff Senate Vice Chair

Voting was done using PointSolutions via website or mobile app. Instructions were sent out prior to the meeting and also reviewed during the meeting. Confirmed that everybody was on the correct log in screen prior to moving forward. Who was able to vote? All new senators and current senators that were in person. Electing executive committee for 2023/2024 year and discussed the different positions up for election. We will go from the most popular position to least popular in case people are interested in other positions.

Vice Chair – three nominations accepted – Todd Inman, Stephanie Stroud, and Lauren Thorn – Todd removed his name from the nomination, Stephanie and Lauren made speeches to senators. No new nominations were brought to the table. Confirmed that no non-senators voted. **Lauren Thorn won by one vote.**

Secretary – two nominations accepted – Crystal Hildenbrand and Christiania Shoopman – both made speeches to senators. No new nominations were brought to the table. Confirmed that no non-senators voted. **Christiana Shoopman won.**

Treasurer – no nominations accepted – Stephanie Stroud & Crystal Hildenbrand nominated, made speeches. Confirmed that no non-senators voted. **Stephanie Stroud won.**

Chair Elect – no nominations accepted – Crystal Hildenbrand nominated, made speech. Lisa Ormond, Grace Tolson & Stephanie Stroud were nominated and declined. One nominee – verbal vote. All in favor, no opposed. **Crystal Hildenbrand won.**

Executive Committee Updates

Staff Senate Executive Committee

Aisha Powell – Our first goal was to participate in the strategic plan refresh. Aisha served on that planning committee and led the Workforce Success Subcommittee. Next goal for the executive committee was to assist in fostering relationships with the staff senate and the new administrators. In the past year we have had a new Provost and we had two Vice Chancellor searches. We invited administrators to the wellness walk and were able to have Provost Coger attend. Dr. Fry has participated in our Senate meeting and had some individual appointments with the executive committee to really have a pulse on the student affairs division. Last goal is that we wanted to engage with the other shared governance bodies. We engaged with the Faculty Senate by creating the OED Bystander Training. With the SGA, we had our parliamentarian, Tyler West, to provide SGA updates. We have an ex-officio that goes to the Faculty Senate meetings. We participated in some childcare initiatives, the grant that the Child Development Lab received, we market it for staff to participate in. This is an after-hours time of affordable childcare in order for staff to participate in personal or professional development. We participated in the DEI Commission, and we will continue that. We want to continue that collaboration with the SGA and Faculty Senate. My recommendation is that we build better communication with the UNC Staff Assembly so we can be more aware of some of the policies that are coming down the line.

Dana Lopez – Congratulations to the new executive committee. We will meet with the current executive committee and announce the new goals in June. Our future meetings will be in person. Just as a reminder, we will continue to livestream for the ECU community.

Joseph Moore – Treasurer’s report was sent out. April is our heavier month so the report will look different in June. New senators will be receiving an onboarding survey. Please click the link and complete the survey so we can appropriately assign you to committees as well receive your shirt size for the Staff Senate polo.

Committee Updates

Bylaws (John Southworth) – Our goals were to update the bylaws for the reflect the divisional changes, to work with the Faculty Senate on the new ex-officio role sharing information between the two bodies, to look for and correct any inconsistencies in the bylaws and to develop a consistent and interconnected plan of succession for all executive committee members and the Staff Senate. We accomplished all of those goals except for the third one, which we are going to look at next year. Or at least that is a recommendation for goals for next year. We also did a restatement of the bylaws, removing all the gendered language and replacing it with they and we. Looking forward to next year, we are looking at adding an ex-officio member from SGA similar to what we did with Faculty Senate. We've kind of been using the parliamentarian role to fill that service, but nowhere in our bylaws or anything says that we actually do that. We want to solidify that in the bylaws as we have that connection with the SGA. We are going to look at the parliamentarian language in general because that role has kind of been confusing over the years. As well as reviewing the entire bylaws for inconsistencies, which was one of our goals for this past year.

Communication & Marketing (Melissa Parks) – Goals this year were to complete a video to promote Staff Senate, consistent communication via social media, and keep the website up to date. Video was completed. Instagram and Facebook accounts were kept updated using the social media calendar that was developed. The website was updated as needed. A few goals that were not completed and recommended for next year, are a monthly newsletter to keep people aware of what is going on at ECU and investing in a professional Canva account to help create communication and also a software like Hootsuite to help plan and program the posts.

Diversity (Aisha Powell) – A summary of their work for the year; in August, they invited all of the employee resource groups to speak, collaborated with Nicki Kaslow from the Harriet School of Council on Anti-Racism and Equity in the OED office and also the Faculty Senate to develop a bystander training aimed to create awareness and educate staff and faculty on how to intervene in situations of harassment and discrimination. The training actually went live on January 23rd. On March 23rd, the committee worked with conjunction with the Women's and Gender Office to organize the second annual Women in Leadership Panel that was moderated by Toya Jacobs of the Office of Equity and Diversity. We had three speakers there, but the speakers shared their personal experience and provided insight into their leadership roles in academia. The recommendation for this committee is to align some of the work with the Chancellor's Commission on Diversity, Equity and Inclusion and also see if we can create a directory of all the diversity committees across campus. I will be serving as Chair next year for the Diversity Committee, and that ends our report.

Leadership & Professional Development (Grace Tolson) – We held the annual B.A.L.L event in April. We had saw great success, about 200 participants between

those that attended in person as well as through the livestream. One of our greatest successes was that the livestream option was much improved over last year. As a reminder that the Speaker was Coach Kim McNeill and just a really great event and something a little bit different to be able to hear from a leader in Athletics. In April we also worked with Rob Weatherly from HR and presented, Thriving in the Modern Workplace. We really liked that staff appreciation was an entire month. Our suggestion to next year's committee is to secure a speaker as early as possible.

Human Resources (Loretta McDaniel) – Our goals this year were to keep staff informed about the Employee Emergency Assistance Program and the Bereavement Plan. Both of these are at the Staff Assembly, and we are still waiting for some guidance from the UNC Chair. Worked on Staff Emeritus program and developing better ways to recognize retired staff members. Worked on the state health insurance plan change, which will take effect on January 1, 2025, and that will be through Aetna. Community service outreach, there will be four events in the upcoming year: school supply drive in August, Ronald McDonald House in November, Mr. Beast opportunity in March or April, school proctoring help with end of year testing. The goals that we have set for 23/24 year is the Staff Emeritus package ideas and the outreach opportunities and how to fund the process. Jennifer Muir is the chair elect.

Recognition And Rewards (Stephanie Stroud) – Our chair elect is Amy Eason. For our goals, we were to determine how to increase staff interaction during Staff Appreciation week, update Pirate Perk offerings. We updated Staff Appreciation to a month instead of a week so that we could offer more opportunities. We held the annual wellness walk in October and had some new vendors. We did add eleven new vendors to pirate perks for our website and we took off several that were old and no longer participating. We try to have at least one big event or opportunity each week in the month of April, as well as our Outstanding Staff Awards. We had a panel with Rob Weatherly with four employee resources spoke, we had a family day, which was a new event that we had this year. If you were not able to attend, it was actually a lot of fun. We had perfect weather. We had a couple of bounce houses, we had a food truck, we had Kona ice that was actually free for a certain amount. Next year we will look at extending it to like a three-hour event as opposed to our 2-hour event. We are recommending that the committee continue to increase the number of Pirate Park vendors, as well as reviewing and updating the vendors to keep the website up to date, and to continue to hold both a wellness walk and Staff Appreciation Month.

Scholarship (Crystal Hildenbrand) – We held our biggest fundraiser of the year during Staff Appreciation Month, the online auction. We raised over \$3,000 during the online auction. We had three goals this year. We wanted to increase our fundraising. We did 7%. Next year's goal is 10%. We wanted to increase the amount of scholarships and the number of scholarships. We had eight scholarship recipients and we had \$7,200 worth of scholarships that were awarded. We wanted to establish good community relationships with local vendors, and we did that also.

**Special
Recognitions**

Membership Committee - Certificates were presented to all outgoing senators and the outgoing executive committee.

Announcements

Aisha Powell, Staff Senate Chair

Adjourned

Aisha Powell, Staff Senate Chair

Next Meeting

June 8, 2023 at 3:00pm at ECHI Auditorium

Meeting Link

<https://ecu.hosted.panopto.com/Panopto/Pages/Viewer.aspx?id=733fa78f-9fe0-4293-8805-aff80155793e>

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