

ECU Staff Senate Minutes

Date: May 13, 2021

Time: 3:00pm to 5:00pm

Location: Microsoft Teams

**Call to Order:** Senator Todd Inman

**Roll Call/Approval of Minutes:** Kristin Wooten

April minutes were approved

**Guest Speakers:**

**Vice Chancellor Stephanie Coleman – Campus Update**

Staff are encouraged to review the fiscal sustainability reports and provide feedback. The feedback period has been extended to May 31st. The funds for the new medical building, building repairs, and enrollment are still in place however, this is subject to change. At the last Board of Trustees meeting, leadership mentioned the launch of a national search for the Provost in the fall with an anticipated start date of January 2022.

Communication was sent by the Chancellor’s cabinet last week regarding return-to-work plans for offices that do not have 100% representation on campus. Departments are expected to develop a plan and submit to their respective Vice Chancellor by May 24. These plans will then be submitted to the Chancellor by June 12th and plans will be formally announced to the entire campus.

**Johnny Davidson, Mark Dearmon, & Gloria Evans** **– SEANC Legislative Update**

The State Employees Association for North Carolina (SEANC) advocates on behalf of state employees and lobby the General Assembly, the Governor’s office, and the Treasurer’s office for benefits, pay raises and retirement plans.

SEANC has been actively lobbying against part 1 of House Bill 243. This section would permit legislature to reduce salaries of state employees, that earn $65,000 or more annually, by up to 10% in the event of a budget shortfall. SEANC was ensured this section would be removed and will receive confirmation after the Conference Committee meets next week. Senate Bill 355 is also an ongoing issue. This bill will allow personnel records of employees to become public record. After lobbying, this bill is no longer on the table.

State employees have not received a legislative raise in 2 years. Due to the budget crises caused by COVID-19, lobbyists were under the impression raises would not be an option. However, there is more funding than expected and the Governor proposed a 5% raise over the next two years and a 7% increase for education employees over the next two years. Currently, this is just a proposal but SEANC is continuing to push this issue.

SEANC offers numerous benefits for members which include scholarships, supplemental insurance policies, purchasing power and discounts on numerous items such as car rentals and hotels.

Please feel free to contact SEANC representatives if you have questions or would like to join.

**Stephanie Whaley – Undergraduate Admissions** **Limiting Summer MELT**

Summer MELT is new students have previously been accepted and indicated commitment to an institution (e.g., by paying an enrollment fee) but are not enrolled by census day. ECU has the largest melt of new students with a 21% decline from Fall 2019 to Fall 2020. For first time student enrollment, NCCU saw the largest increase while UNC-P saw the largest decrease. Overall, there were more decreases than increases across UNC Systems.

Reasons for Summer Melt include financial burdens, college transition challenges and lack of support, and the change in National Association for College Admissions Counseling’s Code of Ethics to permit poaching. COVID-19 also caused some unique barriers including stay in place orders, unemployment, and virtual yield events. Due to Summer Melt, the institution lost approximately 13 million in revenues.

Strategies to prevent Summer Melt include connecting and communicating. Engage students early and continue to communicate with them throughout the summer. Simplify and support by simplifying enrollment instructions and train departments to respond in real time. Utilize the most effective resources to connect with students such as chat bots and personal email addresses.

**Executive Committee Comments**

Chair – Todd Inman

* Had a Chair’s meeting this morning to discuss employee wellness and return to campus. Campus leadership is discussing use of Hearth funding to support faculty and staff in addition to students.

Chair Elect – Hector Molina

* Thank you to everyone for a great year and congratulations to everyone who was elected to serve this term.
* Staff Senate is working to reduce Summer MELT. An Ad Hoc committee will be established to support these efforts. The committee will participate in many of the face-to-face events this summer and distribute Staff Senate promo items. We will also update our social media page to engage new/prospective students. The Ad Hoc committee will meet monthly and will submit reports on their initiatives.
* The Fiscal Sustainability is currently hosting public forums to report on their finding. We encourage staff to participate and share their feedback.

Vice Chair – Aisha Powell

* Thank you to everyone for their hard work this past term!
* The work on the ECU Building Renaming Committee is being paused by the Chancellor. He is creating the Chancellor’s Commission on Diversity, Equity, and Inclusion to establish a more comprehensive approach to this issue.

Treasurer- Lisa Ormond

* Currently have a balance of 1164.65 in state funds and will use this money to purchase items for Summer MELT. We have a discretionary balance of 13,736.15. Our scholarship funding remains the same. We submitted a proposal for fiscal year 2022 requesting additional funding. This request has not yet been approved. If you have any questions about the report that was sent, please email Lisa at ormondl@ecu.edu

Secretary –Kristin Wooten

* Thank you to everyone for a great term. I, and the members, of Exec appreciate everyone’s hard work and patience as we navigate this new virtual work environment.

Parliamentarian - Darius Alexander

* Thank you for the opportunity to serve. It was a privilege to be a member of the Staff Senate and best wishes to everyone.

**Robin Mayo – Voting New Incoming Executive Committee**

The Staff Senate recognizes our Parliamentarian, Darius Alexander for his hard work this term. Darius graduated with dual degree this year. He earned a Bachelor of Science in Political Science with a Pre-Law concentration and a Bachelor of Arts in Philosophy.

The Senate body voted for the 2021 – 2022 Executive Board via Microsoft Teams. The candidates were as follows:

Chair-Elect – Aisha Powell & Patrick Mitchell

Vice Chair – Lisa Ormond, Andrew Grace & Patrick Mitchell

Treasurer – Patrick Mitchell & Kristin Wooten

Secretary – Kristin Wooten

Members of the Executive Committee for 2021 – 2022 are Aisha Powell, Chair-Elect, Lisa Ormond, Vice Chair, Patrick Mitchell, Treasurer, and Kristin Wooten, Secretary. The new term is effective immediately.

**Committee Chairs – Committee Reports**

* Bylaws (*Susan Thomas*)- The newest version of the By-Laws document has been uploaded to the website and the By-Laws Committee channel. We also proofread it for typos and grammatical errors. Unfortunately, the committee does not have a Chair-Elect for the 2021 – 2022 term.
* Membership (*Robin Mayo*)- during the 2020 – 2021 term we successfully implemented a timeline for the nomination/election process and were able to adhere to this timeline. We did make some improvements to the process this year by implementing DocuSign forms for nominees to accept their nomination, as well as receive their supervisor’s approval. We also implemented a DocuSign form for elected nominees to officially accept their seats. The 2021-2022 senate term will have a total of 43 senators and 16 alternates. However, 4 alternate seats are currently vacant and need to be filled.
* Communication & Marketing (*Andrew Grace*)- during the 2020 – 2021 term the committee submitted 50+ posts on social media (Twitter and Facebook), developed a form for committees to use to request social media posts, kept the website up to date, including adding Staff Emeritus, updating Pirate Perks, etc. We also coordinated with all committees on the creation of a new video to highlight all that Staff Senate does for the campus community. We have also met and discussed potential goals for the next chair and committee members.
* Rewards & Recognition (*Alex Dennis*)- during the 2020 – 2021 term the committee held a successful Staff Appreciation Week which included virtual backgrounds for Zoom, Teams, and WebEx emailed to all staff, 500 goodie bags distributed (250 bags on each campus, given out within the first hour!), Pirates Perks Virtual Session on 4/21 @ 3pm had 133 attendees (Panelists included: Justin Yeaman from HR, David Hisle from Joyner Library, Steven Trotter from CRW, & Dr. James Coker from Admissions) and an Outstanding Staff Virtual Awards Ceremony on 4/23 @ 11 AM with 8 staff members honored for the inaugural Outstanding Staff Awards with 235 attendees. Special thanks to the Communications & Marketing Committee for spotlighting our Outstanding Staff Award winners on our ECU Staff Senate social media and to Lisa Ormond for ordering the awards and distributing them to the award winners! Several new or updated Pirate Perks applications have been approved and added to the website.
* Human Resources Committee (*Emily Waters*)- during the 2020 – 2021 term the committee completed Staff Emeritus Award which resulted in 7 honorees (late add of Bonnie C. Eshelman) and updated Staff Emeritus Award notes for future chair. We offered suggestions to HR as to how they could assist furloughed employees with the unemployment process and after some initial resistance, HR agreed to begin compiling and FAQ on unemployment. We worked with Membership and Bylaws committees to create provisions for Staff Senate Members that are on leave for extended leave. Finally, we created a provision list of ideas for the next HR Committee to explore regarding the Erskine Bowles award nomination.
* Leadership & Professional Development (Patrick Mitchell)- for 2020-2021, the committee developed a “lessons learned” document to discuss what went well and how they can improve. Janet will be Chair for the 2021-2022 term.
* Scholarship (*Amy Eason*)- The Scholarship Committee met last week. We are still working in securing a percentage night at Jersey Mikes. Jessica is working on this and should have a date for us soon. Lisa is working with Aramark about baseball concessions. I hope that she can speak more on this during our meeting if we have time.
* Diversity Committee (*Lajuana Carter*)- For the 2020 – 2021 term, the committee organized the campus-wide “Bridging the Generation Gap: Working with Different Generations in the Workplace” Roundtable for the month of March. A total of 34 participants attended. Organized and facilitated the campus wide “Being LGBTQ+ in the Professional Workforce” Roundtable for the month of April. A total of 47 participants attended. In addition to drafting a building rename statement that was presented to the BOT.

**Announcements: Next Meeting – June 10, 2021 3pm-5pm via Microsoft Teams**

**Meeting Link:** <https://web.microsoftstream.com/video/c18bdc48-1a98-408c-9386-374c23f3035c>