

ECU Staff Senate Minutes

Date: September 9, 2021

Time: 3:00pm to 5:00pm

Location: ECHI Conference Room/WebEx

**Call to Order:** Senator Hector Molina

**Approval of Minutes:** Kristin Wooten

August minutes were approved

**Guest Speakers:**

**Vice Chancellor Virginia Hardy** – University Update

Anticipating a decline in enrollment this year. The enrollment numbers are being finalized and we are thinking of ways to attract new students and diversify the incoming freshman. Concerns have been expressed by the Board to expand enrollment efforts. We are considering partnerships with local community colleges and exploring other methods.

The House and State budget chairs met Wednesday, September 8th and are making progress. Negotiations will be wrapped up by the end of this month and more intense negotiations with Governor Cooper will take place in October. Due to the budget delay, increases are still being delayed until we have an approved legislative budget. Once the budget has been approved, monetary increases will be retroactive to July.

The Board of Governors meeting will be held later this month. A key topic in this meeting will come from the Pricing Flexibility and Affordability Committee which will share information about pricing for each campus. A survey was distributed to each campus and ECU has provided feedback. Guidelines will be provided in October, and we will work to adjust tuition accordingly. A mission statement review is occurring on each campus and will be reviewed by the Board in the spring.

**Jennifer Daugherty & Alston Cobourn** – Library COVID Collection

In May 2020, a group of special collections employees from Joyner Library and Laupus Library formed a group to document the pandemic and create a historical record. The libraries used Omeka digital publishing platform which allows people to submit materials and is available to the public. Information was limited to Eastern NC and people were permitted to submit a variety of materials related to the public. The group reviewed ethical and legal concerns to ensure they were applying with all laws such as FERPA and HIPAA. This project has been promoted via various media channels, community groups, and in classrooms. Overall, the group received 280 submissions including 250 personal reflections and 32 sets of photos. The collection can be viewed here: <https://collections.ecu.edu/os/s/ecucovid19/page/about>. For questions contact Jennifer Daugherty at daugherty18@ecu.edu or Alston Cobourn at cobourna18@ecu.edu.

**Dr. Bill Koch –** COVID Planning

The COVID Coordinating Committee worked with the Fall Planning Committee to create and online forum and survey to gather information from faculty, staff, students, and parents. All comments were reviewed. Using the data, a report was created and approved by the Chancellor on July 7th. The coordinating committee is continuing to implement safety measures to reduce the number of COVID cases. Masks were mandated in addition to social distancing and the vaccine is still highly encouraged. To assess the rate of vaccination, a COVID attestation survey was sent to the ECU community. Using the information from this survey, the committee can track the percentage of employees and students that are vaccinated. Currently, we are utilizing less than 20% of our quarantine space and continue to monitor COVID numbers.

**Olivia Cottrell** – Review of Robert’s Rules of Order

When voting on an issue, the Chair can close the floor for discussion and request a motion to vote on the change. All votes must be recorded, and the 2/3rds of the Senate must vote in favor of the change to pass it.

**Executive Committee Comments**

Chair – Hector Molina

* Met with UNC Staff Assembly and one topic discussed was health care benefits for 2021. Premiums are expected to remain the same however, there will be a small increase in dental premiums for the high option plan only.
* Staff raises are still being discussed between the House and the Senate. The proposals will be presented to the Governor early next month for a final decision.
* The last Summer Melt event was on August 23rd. Special thanks to the Ad Hoc committee for their efforts.
* Thank you to everyone who volunteered to assist with Student Move in.

Chair Elect – Aisha Powell

* The Diversity Equity and Inclusion Commission was established by the Chancellor and goals will be shared with Staff Senate next month.
* Stephanie Coleman will be invited to give a presentation on enrollment and its impact on state appropriations next month.
* Open Enrollment will begin October 11th and end on October 29th be sure to sign up before the deadline.
* Executive Committee and committee chairs will meet in October to discuss goals and upcoming events.

Vice Chair – Lisa Ormond

* We are seeking volunteers for football concessions. We were given 1 of the 2 beer hubs and it is a great opportunity to raise money for our scholarships. A sign-up sheet was uploaded in Teams, senators can go in and add their name at any open time slot. Anyone can volunteer, including non-ECU employees and students.

Treasurer – Patrick Mitchell

* There were no changes to the Treasurer’s report. If you have any questions about the report, please email Patrick at mitchellp18@ecu.ecu. Two events coming up, the Wellness Walk will be Oct 13th and Chipotle Night will be Sept 18th, please participate in these events.

Secretary – Kristin Wooten

* The school supply drive was a huge success thanks to everyone who donated and/or volunteer their time. We were able to collect hundreds of supplies which were delivered to the school on September 3rd. You can view the news article about the drive here: <https://news.ecu.edu/2021/09/09/ecu-community-school-back-in-session-for-fifth-year/>

Parliamentarian – Olivia Cottrell

* An email was sent on behalf of SGA regarding an inappropriate tweet shared on Yik Yak which was allegedly posted by Theta Phi. SGA stands behind students of color and does not condone this type of behavior.

**Committee Updates**

* Scholarship (*Erica Hoyt*)- Chipotle fundraiser is next Saturday from 5pm to 9pm and 33% of proceeds will go to our scholarships. The next percentage event will be a Pirate’s Popcorn on October 21st in which 20% of the proceeds will go to our scholarships. Waiting to hear back from Mellow Mushroom. Final deadline for scholarships is January 15th and we are working on promoting those.
* Rewards & Recognition (*Susan Thomas*)- currently working on the Wellness Walk which will be October 13th, 11:30am to 1:30pm. Will send out a flyer as soon as possible. Still working on updating the Pirate Perks and attracting new vendors.
* Diversity Committee (*Amy Bright*)- achieved first goal which was inviting the employee resource groups to speak at a Staff Senate meeting. Currently working on starting a Women’s Leadership Roundtable and Diversity Week in March to bridge the gap between faculty and staff.
* Leadership & Professional Development (Janet Turner)- Reached out to a few people to speak at the B.A.L.L. event. Once person expressed interest and we are working to find a date and time. Also working on a resource website to promote leadership on campus.
* Communication & Marketing (*Matt Smith*)- added several social media posts highlighting different activities on campus. Received positive feedback from Creative Services regarding the Staff Senate video with the Membership Committee to increase interest in Staff Senate. Working with Scholarship Committee to promote upcoming fundraising events.
* Bylaws (*John Southworth*)- propose to change section 1.7 of the bylaws which explains the process for the removal of a Senator. The text is being changed to state that rather than having a secret ballot at the meeting, the Executive Committee will decide on removal based on number of absences and the Senator’s reason for excessive absences. During the meeting, 49 Senators voted in favor of the change.
* Membership (*Joseph Moore*)- currently working on the attendance policy and proposing changes to the number of allotted absences. Also working on filling vacant seats. Received the report regarding the underserved areas on campus. We are working to increase membership in the underserved areas and will work with supervisors and vice chancellors to improve membership in these areas. Highlighted changes lead by Senators such as the parental leave policy, staff emeritus, and staff emergency assistance program. If you have anything to add, please contact Joseph Moore at moorejos16@ecu.edu
* Human Resources Committee (*Irina Swain*)- working with employees to review the current flexible work arrangements. May ask the Chancellor to speak on this topic at a future meeting. Will follow up with Vice Chancellor Stephanie Coleman regarding the Employee Emergency Assistance program. This program was put on hold due to budget cuts but will work to get this reinstated.

**Announcements: Next Meeting – October 14, 2021 3pm-5pm via Microsoft Teams**

**Meeting Link:** <https://web.microsoftstream.com/video/b55ededa-2cb9-419e-b105-f294ec8d7e91>