

**East Carolina University  
2009-10 Staff Senate  
Minutes September 17, 2009  
Willis Building Auditorium  
3:30 – 5:00 pm**

**Attendance:**

**Present:** Derek Abbott, Cornell Allen, Marlene Anderson, Megan Ayers, Lee Brown, John Chinn, Harold Coleman, Michael Corso, Tim Daughtry, Johnnie Eastwood, Andre Franklin, Dawn Gibbs, Lisa Graepel, Andie Harrelle, Phil Hulsey, Karen James, Mamie McCray, Jean Merenda, Jeremy Morris, Brian Paris, Claudia Peaden, Joyce Platt, Kelly Rogers, Mike Rowe, Jennifer Tanner, Teresa Tripp, Michael Tucker, Bobby Tuggle, Kim Wilson, Jennifer Yandle,

**Absent:** Lisa Brown, Debbie Edwards, Jenny Gregory, Gloria Harrell, Yolonda Hill, Mimosa Hines, Vicki Johnson, Del Kingsland, Debra Mercer, Duywuna Millner, Gloria Potter, Christa Radford, Towanna Rouse, Mattie Wallace, Mary Susan Williams, Ken Yarnell

**Ex-Officio Officers: Present:** John Toller

**I. Call to Order**

Senator Johnnie Eastwood welcomed everyone and called the meeting to order at 3:30 p.m.

**II. Roll Call**

A roll call was performed by Senator Lisa Graepel.

**III. Approval of Minutes**

Senator Lisa Graepel reported that a copy of the minutes from the August 19, 2009 meeting was distributed via ECU Official Staff and Staff Senators. The minutes of August 19, 2009 were approved as written.

**IV. Executive Committee Comments**

- A. Comments from Chair – Senator Eastwood explained to the Staff Senate that we have two opportunities to participate in the shared governance of the University today.
- B. Comments from Chair-Elect – Senator Hulsey told the senators that there is a “2009-2010 Committees” folder on the Staff Senate SharePoint Site. Committee goals and other working documents can be uploaded and shared with all senators.
- C. Comments from the Treasurer – Senator Graepel reported that the Pirate Perks labels expense is being processed.

**V. Committee Reports – See individual committee reports attached**

## **VI. New Business**

- A. A question of how the university can adjust its operations for the televised ECU/Virginia Tech football game on Thursday, November 5, 2009 was raised to the senate. Parking and traffic flow will be the major issues. Administrators are considering closing the University during the late afternoon of November 5, 2009, e.g. 3:00pm or 4:00pm. This is being considered for both East Campus and HSC operations. Employees will be able to adjust their work schedules that week or use vacation time. There was extended discussion on the logistics of how this would actually work. The following resolution was presented to the Staff Senate:

*“Whereas the University Administration has indicated it is possible that University departments will operate at reduced hours on November 5, 2009 to accommodate the operational needs associated with a University event, ECU vs. Virginia Tech football game; and whereas the University administration has requested Staff Senate input into how University employees can adjust to this event; therefore be it resolved that the Staff Senate is in favor of allowing departments/employees to operate on reduced work hours on a voluntary basis November 5, 2009 and account for a forty-hour work week through work week adjustments or the appropriate use of leave.”*

The resolution passed by a majority vote.

- B. Discussion of Staff Senate Goals was moved to the October Meeting due to time constraints.
- C. Discussion of the direction of the Staff Senate was moved to the October Meeting due to time constraints.

## **VII. Special Order of the Day**

- A. John Chinn, Dr. Chris Locklear, Donna Payne, and Phillip Rogers presented a presentation on behalf of the University Policy Development Committee. The PowerPoint slides from the presentation are attached.

## **VIII. Announcements**

- A. Scott Lane, Athletics Division, has resigned. Bobby Tuggle has been appointed to fill the remainder of the 2008-2010 term.
- B. Next Staff Senate meeting will be on October 15, 2009 from 3:30 – 5:00 pm, Willis Building Auditorium.
- C. We are working on a campus forum related to the budget situation in coordination with the Faculty Senate and the Chancellor’s Office.

## **IX. Adjournment at 5:10 p.m.**

## Standing Committee Reports September 2009

### Communications & Marketing –

### Diversity –

*September 17, 2009*

In attendance: Cornell Allen, Jennifer Tanner, Michael Tucker, Brian Paris

Absent: Marlene Anderson, Lisa Brown, Del Kingsland, Joyce Pratt, & Bobby Tuggle

Discussed Prototype of Diversity Themed video being worked on by Brian Paris

Talked about and received Goal List for 2009-2010

Cornell discussed volunteers were needed to sit on boards of Heritage Month for some of the following areas: Native American Board, Black history Board, Gay & Lesbian Boards - He is looking for dates and will follow-up with an email asking for time commitments, it will be Staff Senates Diversity Goal to have one representative for each of the boards.

Classism Action Committee was discussed and a brain storming session followed with ideas on how to promote classism awareness.

### Human Resources –

### Rewards & Recognition Committee –

*September 17, 2009*

In Attendance: Harold Coleman, Tim Daughtry, Andre Franklin, Jennifer Yandle, Mamie McCray, Jeremy Morris, Harrelle, Andie

Absent: Vicki Johnson, Gloria Potter,

- The Rewards & Recognition Committee is currently working on a project for Employee Appreciation. Staff members will enter for a chance to win an ECU Football & Tailgating package. The winner will receive 4 tickets to ECU vs UAB game on November 21<sup>st</sup>, 2009. A tailgating food package from SmokinManBBQ, and ECU apparel. We are currently working to obtain the apparel and possibly a football signed by Coach Holtz. We are working with Communications and Marketing to get an online form set up on the Staff Senate website for employees to register and trying to obtain a parking place where SmokinManBBQ can

set up to prepare the food for the winners. A flyer made by Jennifer Yandle will be distributed for the contest by email in the near future.

- Our Committee will host a Fitness Walk at Lake Laupus in conjunction with the Employee Health Awareness Day at Brody on October 20th. The walk will start at Noon with registration from 11:45-12. Prizes will be awarded after the walk and the committee is currently trying to obtain these prizes. A flyer made by Jennifer Yandle will be distributed by email in the near future.

### **By-Laws –**

October 5, 2009 3:00-4:30

Attendees: Dawn Gibbs, John Chinn, Derrick Abbott, Lee Brown

#### I. By-laws Dissection

- A. Discussed the by-laws new format and began some discussion on some of the highlighted portions that need more analysis
- B. Split the document into sections for further revision throughout the year
  - 1. John- Sections I & II
  - 2. Lee- Sections III & IV
  - 3. Derrick- Sections V, VI , & VII

#### II. Items of interest

- A. Would like to do a survey for to present to Senate before make any further changes to get input form all those who are concerned
  - 1. Discussed doing a lunch and learn forum to answer questions without taking up senate time
  - 2. Discussed being available before the survey to answer questions as well
    - See attached survey

#### III. Goals:

- A. See attached

#### IV. Robert's Rules of Order

- A. Have been looking for a faculty member to present to the Senate have not found anyone yet-will continue to look
- B. Brought up that we need to pick sections of RRO to begin the procedure with the Senate
  - 1. Need to purchase new version to do so