

East Carolina University
2010-2011 Staff Senate
November 17, 2010

CALL TO ORDER

Chair Phil Hulsey called the meeting to order.

ROLL CALL

Roll call was performed by Secretary Megan Ayers

Attendance:

Present: D. Abbott, M. Anderson, C. Askew, M. Ayers, S. Ayers, J. Boulmay, K. Bolton, D. Boyd, L. Brown, R. Brown, R. Cherry, J. Clark, H. Coleman, M. Cox, T. Daughtry, K. Davis, M. Eakes, L. Fedash, L. Graepel, J. Gregory, M. Hines, P. Hulsey, M. Lancaster, H. Li, J. Merenda, J. Morris, K. Rogers, D. Stormer, K. Thompson, T. Tripp, M. Tucker, L. Tyson, M. Williams.

Absent: L. Brown, J. Daniels, G. Killian, J. Lewis, T. Ramaglino, B. Tuggle.

Ex-officio Officers Present:

Rhonda Anderson, Shawn Condon, Johnnie Eastwood, Amy Waters, Pattie Woolard.

APPROVAL OF MINUTES

Senator Ayers reported that a copy of the minutes from the October 21, 2010 meeting was distributed via email. Senator Mandeel Lancaster called for a motion to approve the minutes. Senator Melissa Eakes seconded the motion. There were no negative votes. The minutes of October 21, 2010 meeting were approved.

EXECUTIVE COMMITTEE COMMENTS

- A. Chair – Chair Phil Hulsey reminded committee chairs to submit their committee reports in a timely manner if they want them included in the minutes. In addition, he gave a brief overview of the meeting with the Chancellor. Specifically, they discussed the “RIF” (Reduction in Force) policies, with the emphasis on being prepared with a logistical policy, not actual RIFS. There was discussion surrounding how information regarding adverse weather announcements gets relayed to the campus community. The administration may take a look and see if there is a more efficient way of communicating delays and closings to faculty, staff and students. Dr. Ballard also stressed his commitment to the Gail Jordan Scholarship Fund and getting it endowed. The new UNC President, Tom Ross, will be on campus early next year. The administration is in preparations for that now. Dr. Ross is more of a ‘grassroots’ kind of leader, therefore, the Chancellor has asked that the Staff Senate be prepared to help in the effort. Finally, Chair Hulsey stressed the importance of advanced planning for the Employee Appreciation Week. Encouraged the Rewards and Recognitions committee to please ask for assistance if they need help. In addition, Dr. Ballard said that he may be help

more with the budget for the Employee Appreciation Week...the Staff Senate will just need to get quotes in advance and ask.

- B. Chair-Elect – Mary Susan Williams reminded all senators and alternates to ‘talk up’ the Gail Jordan Scholarship fund...it’s essentially for Staff. In addition, she encouraged everyone to take advantage of the discounted faculty/staff tickets for the last home football game of the season.
- C. Secretary – Megan Ayers asked that all senators and alternates pick up their name badges and bring them to each meeting and to all staff events. In addition, she asked that senators and alternates verify their attendance on the Sharepoint site for accuracy.
- D. Treasurer – Lisa Graepel reported that the Staff Senate spent \$392 on name badges, so that leaves a balance of \$3,608.

COMMITTEE REPORTS

- A. Communications and Marketing – Mimosa Hines reported that their committee has coordinated the latest issue of Staff Senate Quarterly. In addition, there was one new Pirate Perk added this month. See the Staff Senate website for a complete list of Pirate Perks. Finally, the website has been updated to have past and current minutes, agenda, etc... and is a good resource for all senators and alternates.
- B. Diversity – Marlene Anderson reported that the committee is working with Lakesha Alston in the Equity Office regarding the Work Force Survey. In addition, the committee is working to secure membership on the Diversity Council. The Diversity Committee will also be presenting their Diversity Report later in the meeting.
- C. Human Resources – Kendra Davis reports that the HR committee continues to work with Human Resources on the Upward Feedback Surveys. At this point, they are changing directions slightly, therefore, they are not prepared to offer any resolution at this point, but will be working on getting something ready for a future meeting.
- D. Rewards and Recognitions – Harold Coleman reported that their committee is getting started on Employee Appreciation Week planning. They are starting to make decisions about when, where, catering, other activities to include, etc.... The whole senate will be asked to participate and help out where needed.
- E. Bylaws – Derek Abbott reported that the Bylaws committee submitted a revised Mission Statement to the Executive Committee and it should be ready to be voted on at the December meeting.

OLD BUSINESS

- A. Gail Jordan Scholarship Update – currently, we are gathering info on the Marketing Campaign for the Scholarship...making sure that the word gets out on how to donate

money, either one time donations or payroll deductions, etc. In addition, there are plans to visit with Mrs. Jordan's family and let them know what is being planned to gather their support.

NEW BUSINESS

- A. Diversity Report – Senator Marlene Anderson and the Diversity Committee presented the Diversity Report that they have been working on since last year. A copy of this report will be attached to the minutes for reference.
- B. Human Resources Benefit Changes – Senator Kendra Davis reported on the new weight management requirements for 2011-2012. If you or any of your constituents have any questions, please send them to Kendra or a member of the HR committee, as they are trying to compile frequently asked questions for a questionnaire that will go out to all staff.

In addition, John Toller gave an update on the Leave Policy that was sent down from Office of State Personnel, which affects the amount of vacation leave time that is accrued based on how many years a worker has been employed. More information on this change is noted on the Human Resources website.

- C. Resolution honoring Mr. Kevin Seitz – A motion, honoring the service of Kevin Seitz, former Vice Chancellor for Administration and Finance, was originally brought to the Executive Committee by Johnnie Eastwood. The Executive Committee approved this resolution, therefore, it now comes before the full Senate. Chair Hulsey called for a vote on the resolution. The resolution passed with no negative votes.
- D. Community Volunteer Opportunities – Renee Blount from the Pitt County United Way, gave a presentation on how the United Way coordinates several different types of services for the people of Pitt County. She also offered several different options for the Staff Senate, either as a group, small groups or individuals to volunteer in the community.
- E. Holiday charity / project ideas and decision – Megan Ayers reported that based on the limited input she received, the senate will sponsor two holiday projects this year. One being sponsoring an adult/adults selected by the Pitt County DSS. More information will be coming via email on what is needed and who it will be for. The second project will be the Pitt County Community Shelter's "Wish List" that Ms. Blount just presented on. Senator Mary Susan Williams called for a resolution in support of these two projects. Marlene Anderson made the resolution, Mande L Lancaster offered the second. The resolution passed with no negatives votes. Look for more information to come about each of these projects.

ANNOUNCEMENTS

- A. There will be a STAFF SENATE GROUP PICTURE before the December Meeting. Please wear purple.
- B. The Campus Master Plan Open Forums will be publicized via email...please take a minute to attend a session.

ADJOURNMENT

- A. Chair Phil Hulsey adjourned the meeting.