

# Staff Senate Minutes

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**Thursday, July 19, 2012**

## Roll Call

### Present

Jennifer Abbott, Steve Ayers, Laura Bilbro-Berry, Martina Christie, Jackie Daniels, Kendra Davis, Johnnie Eastwood, Bill Edwards, Jilayne Erwin, Jenny Gregory, Marsha Hall, Marilyn Jones, Garrett Killian, Beth Martin, Mark Metcalf, Tony Miller, Crystal Morgan, Cindy Reaves, Kelly Rogers-Dilda, Jackie Smith, Derri Stormer, LuAnn Sullivan, Travis Taylor, Kim Thompson, Teresa Tripp, Belinda Ward

### Excused

Stephanie Bailey, Teri Coleman, Melissa Eakes, Pamela Frederick, Judy Havermann, Mandeel Lancaster, Hong Li, Brandon Thompson

### Absent

Steven Asby, Justin Boulmay, Diane Coltraine, Steven Foley, Kim Higdon, Stancil Lilley, Lisa Ormond, Pati Rolf, Thomas Santana

## Chair-Elect comments

- Monday, 2:00PM Greenville Center Room 1200, 2:00-3:00 all committee chairs request (or send substitute) plus any Senators or Alternates to represent Staff Senate and Staff Senate Committees for Staff Assembly
- Staff Assembly – UNC version of Staff Senate; it represents all state supported schools in NC
  - Quarterly meetings of Staff Senate to Staff Assembly
- All Committee Chairs were requested to get budget requests in to EC by end of August
- For September meetings, Staff Senate will have head shot photographs for Staff Senate web site. 2:30 – 3:00
- Garrett investigated team building activities to enhance beyond what we have at committee level
  - Conversation with Eric from Rec Center
    - Challenge is 50 people as single group
    - Possibility – smaller groups, perhaps at committee level
    - Ropes course option would be Sat/Sun because leaders are not students
  - Request for information / feedback from Senators / Alternates on what is interested
  - Comment from Jennifer Abbot – Event or retreat would be good to be able to get everyone to know each other
    - Additional suggestion

- Comment from Jenny Gregory – Options from Rec Center include pool social, ice breakers, etc.
  - Additional suggestion – ice breakers at top of meetings
  - Possibility of using community service time we already have as possible activity with entire Senate
- Comment from Mark Metcalf – more valuable to do as small groups / subcommittees, not as entire Senate. Personal commitment is evening but not weekend
- Comment from Martina Christie – learning exercise / team exercise for dealing with “hostile” individuals
- Comment from Bill Edwards – 45min – 1hr social during very first meeting
  - Response from Garrett – working on that for August
- Comment from Marilyn Jones – Activity to write something nobody else knows, then attempt to determine who in group has done that thing

### Treasurer Comments

- 2012-2103 budget
  - 2500 in State Funds
  - 1500 in Discretionary Funds
  - Intend to ask for more, based on requests
- Gail Jordan Scholarship
  - \$15205.07 – currently losing 4% of every donation as administration fee
  - When 10,000 arrives, we’ll lose 400 of that
  - When we get to 25,000
    - have to have new fund agreement with requirements for receiving scholarship
    - once have fund agreement, it is then 2-3 years before disbursing scholarship
    - once fund is approximately 27,000 is required to spend

### Old Business

- None

### New Business

- Staff Senate Goals (attach goals from PP slide)
  - Goals
    - Develop long range strategic plan for the Staff Senate
    - Develop a professional development series for Staff Senators
    - Increase communication and collaboration between the Staff Senate, Faculty Senate, and Student Government Association
    - Develop program to administer two scholarships
    - Increase communication with constituents

- Increase communication between the Staff Senators and Vice Chancellors of each division
    - Work with Vice Chancellors of each division to aid in achieving one strategic goal for 2012/2013
  - Notes
    - Mandee is working w/ SGA president this week, beginning relationship
    - Mixed comments on e-mail distribution means we'll investigate other options
    - VC goal – speak to all VCs and request information on meshing our goals with their goals
    - Request for other Senate goals
    - Comment from Martina Christie – request for definition of professional development series
      - Response from Kendra – long term goal is to have opportunities for learning leadership skills
      - Response from Garrett – ITCS did workshop series on leadership; series may involve something like that, but also other things such as True Colors workshop
      - Not necessarily formal academy, but opportunities for leadership education
    - Comment from Jenny Gregory – make sure to not duplicate what has already done by other entities
    - Comment from Bill Edwards – A request for each committee have one goal that is defined as major goal for Senate as a whole
- Mark Metcalf (on behalf of Jennifer Abbott)
  - Request for information on Pirate Perks
  - Request for donation EPA orientation
    - Garrett will send e-mail with response / communication
  - Response for “What does Staff Senate do”
    - Referred to web site
- John Toller comments
  - Official e-mail will be distributed (4:30 EDT) defining salary / leave in new NC budget
  - EPA won't be decided to August 10 (when BoG meets); estimate from HR is Sep 30
  - SPA
    - 1.2% across board pay increase – August 15 paycheck, retroactive to July 1
    - All processing done centrally, so no departmental processing
    - Longevity / overtime / shift differential will most likely be August 30 paycheck for those specific categories of money but will be based on July 1 salary and retroactively applied in calculations
    - Have to be employed by July 1; anyone employed after July 1 is not raised ; legislative rule
    - Career banding pay bands have gone up 1.2%

- Unlike previous years, the legislature will not consider performance ratings or disciplinary status
  - If on leave without pay, increase will occur when you return to active status
  - Restrictions (including lateral transfers) have been lifted
- Question from Derri Stormer
  - Effects on police – leave clerks have to be made aware of changes and so that rate will be calculated correctly
- Special leave
  - Extra five days
  - One time, five day addition to leave
  - Tracked separately (prob. FY13 special leave)
  - No cash value – not paid out, not carried over
  - Not considered part of 240 hour
  - Prorated if < 50% employed
  - HR is building communication system so that nobody loses it
  - Employees may use 2 days for the required 2 days during Winter Closure
  - Employees who are retiring this year and who have not used Special Leave prior to retirement may receive payout of unused special leave if they retire before June 30, 2012
  - BoG may (but will probably not) change these rules for EPA
- Question from Marsha Hall how are probationary employees treated?
  - Answer defined in document's hyperlink to [osp.state.nc.us](http://osp.state.nc.us)
- Technical Corrections Bill was source of this (SB 186)
- Expansion of UNC Optional Retirement Plan (ORP)
  - Only affects new employees after January 1, 2013
  - Differs from TSERS in that you have to manage it yourself
  - Currently this is a one time choice
  - JT comment – reason for this is to save money in TSERS
- Question from Derri Stormer – when can we start using
  - Answer from John Toller- now
- Question from Jenny Gregory – when do we start putting in time card
  - Answer from John Toler – now
- The 5 day accrual is immediate as of July 1
- Question from Jilayne Erwin – has legislature decided about longevity pay
  - Answer from John Toller – not yet, no decision, Staff Senate / Staff Assembly should be making
  - Comment from Garrett – bills said that the compensation report / analysis would be redone
    - Confirmed by John Toller
  - Comment from John Toller – some states are reducing retirement because they literally have no money. At least for retirement, NC is well funded
- Question from Garrett Killian – asking for enforcement level by ECU HR

- Answer from John Toller – HR is working to make intent of benefitting employees to be the goal, and asking /requesting
- Official response is that leave clerks should contact their contact in HR

### **Announcements**

- Campus Rec is looking to partner with Staff Senate for pool party on Friday, August 17 for staff, spouses, family
  - Possibly getting Aramark hot dog donations
  - All people with OneCard will be able to enter
  - Request for response for participation
  - Comment from Johnnie Eastwood – that will be move in weekend, so parking will be challenging; this would not be ideal
  - Response – a Saturday (not on move in weekend) might be better
- Other longer term collaboration is Rec Center having a movie night at the beach which would be at North Rec and open to Faculty, Staff, family

### **Committee Breakout**

### **Adjournment**

Motion by Johnnie Eastwood, second by Mark Metcalf. 14 ayes, 0 nays to adjourn at 5:00pm