

Staff Senate Minutes

Thursday, August 16, 2012

Call to Order

Meeting called to order 3:02pm by Chair Mandeel Lancaster

Roll Call

Attended: Steve Ayers, Stephanie Bailey, Justin Boulmay, Martina Christie, Teri Coleman, Tarrick Cox, Jackie Daniels, Melissa Eakes, Pamela Fredrick, Jenny Gregory, Marsha Hall, Judy Havermann, Kim Higdon, Marilyn Jones, Garrett Killian, Mandeel Lancaster, Hong Li, Beth Martin, Mark Metcalf, Tony Miller, Crystal Morgan, Lisa Ormond, Cindy Reaves, Kelly Rogers-Dilda, LuAnn Sullivan, Travis Taylor, Kim Thompson, Teresa Tripp, Michael Tucker

Absent: Jennifer Abbot, Steven Asby, Stencil Lilley, Thomas Santana, Chris Sutton

Excused: Laura Bilbro-Berry, Kendra Davis, Johnnie Eastwood, Bill Edwards, Jilayne Erwin, Steven Foley, Sydney Grammel, Jean Merenda, Derri Stormer, Brandon Thompson, Belinda Ward

Approval of Minutes

21 yes, 0 nay, 0 abstain motion to pass minutes by Melissa Eakes, second by Marilyn Jones

Chair's comments

- First meeting with ECU Executive Committee
 - Very positive response from Chancellor
 - Defined goals as previously shown to Staff Senate
 - Comment by Garrett
 - Dr. Ballard was receptive of goal of working w/ SGA and Faculty Senate

Chair-Elect Comments

- Request for goals of committees on SharePoint site
- Visit by Chuck Brinks (chair of UNC Staff Assembly)
 - Excited / positive about things ECU Staff Senate is doing
 - Specifically: Marketing on behalf of Staff Senate
 - Additional request for people to attend events
 - Comment by Mandeel related to this request:
 - Request for us to “when we have invitation to be at table, we need to be at table”

- Pool party was well attended; further comments coming during committee reports
- Request for information relating to e-mail sent to Senators about PDF from Treasurer's Office relating to State Health Plan
 - State Health Plan moved from legislature to Treasurer's office
 - Board sent RFP for Plan Administrators
 - Currently Blue Cross and Blue Shield is Administrator
 - RFP got response from United Health Care, but decision was made to continue with Blue Cross and Blue Shield
 - There are representatives on Board who have interests of ECU faculty/staff/students in their minds
 - Request for further information from Senator Justin Boulmay
 - See: <http://www.nctreasurer.com>

Treasurer's Comments

- Ending balance of State Account - \$2,500.00
- Ending balance of Chancellor's Discretionary Account - \$1,481.84

Secretary's Comments

- Listed meeting paraphernalia purposes
- Requested direct e-mail for excused absences
- Request for definition of "excused" from Mark Metcalf
 - Examples provided, such as job function, scheduled vacation

Old Business

- Senator Li Hong requested further information on 1.2% raise related to career banding
 - Response from Mande indicating that further information could be provided by HR

Committee Reports

By-Laws

- Researched past resolutions, referenced areas in by-laws where change was applied, referenced number and date, and developed appendix for those. Completed and will be passed on to Secretary
- Latest version needs to be put on Staff Senate web site
- Created goals; subdivided committee

Communications and Marketing

- Unable to meet as group because of schedule; group has scheduled meeting
- Goals
 - Transition site to new ECU template
 - Increase marketing for events

- Create Pirate Perk cards for community, and pamphlets to advertise Staff Senate and Pirate Perks
 - Latest Pirate Perk posted to Facebook, soon Announce, and PDF already posted to blog
- Comment by Jenny Gregory - request has been put in for existing listserv for all students maintained by Student Affairs

Human Resources

- Solidified goals at official meeting
 - Continuing work on creating Staff Forums; John Toller provided information and suggestions for this
 - PeopleAdmin will be upgraded this month, which will have a sort of multi-level feedback option that might be an option that will be used; alternative might be survey sent to all staff
 - Comment on funds for banding question raised earlier. The progression of people in the banding system has been hindered by lack of funding by NC Legislature
 - Continued monitoring of Staff Suggestion Box and feedback / question form
 - Staff Suggestion Box is anonymous question/request for information that gets routed to appropriate
 - Contact form is not anonymous, so that people can get responses
 - Comment from Mandee – last year with flood of comments/questions about SB 575, Staff Senate added FAQ on that particular topic

Leadership and Professional Development

- New committee met for first time
- Creation of goals are desire before next (September) full Senate meeting
- Request of Mandee for survey to be sent to all Senators
- Possible idea – use read along book (Possibly: 7 Habits of Highly Effective People) so that people could read on their own time, and improve connection between and among Senators
- Committee is requesting members (including individuals not members of Senate)

Rewards and Recognition

- Pool party held, Jenny Gregory and Garrett Killian were instrumental in making success
 - Thanks to Fresh Market for donation
 - Thanks to Sup Dogs for donation
 - Comment by Jenny Gregory – request for participation; if Marsha, Garrett and student help weren't there
- Health Fitness Walk is coming up on October 17 – 11:30 – 1:30
- Thank you note to retiring Senators was dropped by University Attorney

- Comment from John Toller indicating that will be worked on
- Note from Mandee – all Committee Chairs will need stationary

Scholarship

- Reaching out to other UNC schools to find existing models for what we have with the Gail Jordan scholarship
- Comment from Mandee – Dr. Ballard provided check for final balance, and we should really be over tally now
- Comment from Marsha – is it possible for Staff Senate to solicit funds from proposed speakers for honorarium which will be routed to Scholarship Fund

Old Business

- None

New Business

- Role of Alternates in Senate
 - Alternates serve committee as full committee members with
 - Alternates serve one year, Senators serve two years
 - Senators don't have to find Alternates; if necessary for quorum Alternates will receive designation as "Acting Senator" and will have full voting privileges during that meeting
 - Alternates can't be chair or chair elect of committee
 - Comment from Judy Havermann – one goal of By-laws Committee is to discuss role of Alternates
 - Ideas, not necessarily proposal – Should there be Alternates at all
 - One year term means loss of knowledge gained during participation in committees
 - Should Alternates replace Senators who leave to retain knowledge
 - Request for feedback from any Senators
 - Comment from Martina Christie – What happens if you fill all (now vacant) Senator slots with Alternates and then have vacant Alternate slots
 - Election ranking results are how Senators vs. Alternates are defined
 - If number of people nominated is not sufficient to cover available seats + alternates, you get (and we now have) vacancies for Alternates
 - Comment from Garrett – Request for immediate feedback about updating Alternates to Senator
 - Comment from Kim Higdon – Do we have a succession plan?
 - Comment from Jackie Daniels – Her role was filled in this manner

- Request for consensus for whether By-Laws to research / propose succession
 - Comment from Mark Metcalf – Membership Committee has defined Mark as person who will be responsible for sending notices of absence
- Diversity Committee Discussion
 - Committee has had trouble finding chairs and members
 - Call for open discussion on concept of Diversity Committee
 - Removal of committee?
 - Fold into another committee?
 - Formal relationship with ECU office to help drive direction
 - Comment from Jenny Gregory – With seven committees, if one committee is not sure of activity and place, does committee fit in role?
 - Comment from Justin Boulmay – Is it possible to add Diversity component to all goals of all committees
 - Comment from Mark Metcalf – Can Diversity committee have more formal relationship with Divisions and Offices
 - Comment from Amy Waters offered assistance from OED (Office of Equity and Diversity) for work with committee
 - Comment from Mande – One problem with committee is not being sure of relationship with Committee to OED and other campus entities
 - Comment from Teri Coleman – lack of ability of all members to meet meant frequent lack of quorum. In addition, committee project meant individuals went and “did their own thing”
 - Comment from Garrett – Challenge right now is number of Alternates, who can’t serve as Chair or Chair-Elect
 - Comment from Marsh – Change Diversity from standing committee to ad-hoc committee
 - Comment from Garrett – Committee, regardless of status, could add ex-officio members to gain broader experience and expertise
 - Comment from Mark Metcalf – Is it possible for a Senator to leave existing committee and act as Chair for the year remaining
 - Comment from Mande – Have current committee meet together and meet with Amy from OED. Request for future role to be defined by committee itself
 - Comment from Steve Ayers – Summary of request is committee will provide scenarios (including those above) for future of committee
- Comments from John Toller
 - CSS and SPA employees got their 1.2% raise in their paycheck of 8/15/2012
 - Dean Cunningham should be invited to discuss the meaning of Blue Cross and Blue Shield as administrator of State Health Plan
 - Issue to be raised with Dean Cunningham should include now-removed wellness benefit

- Hopeful that Blue Cross and Blue Shield under new contract will act better than previous contract
- At ECU \$35,000,000 is sent to Blue Cross and Blue Shield
- Comment from Mark Metcalf – Does State Health Plan have requirement for 80% coverage / 20% overhead
 - Answer from John Toller – No, SHP opted out
- One possibility is UNC leaving SHP, but that might lead to remaining parts of SHP having rates go up
- Comment from Judy Havermann – What thing(s) did SHP opt out of
 - Response from John Toller – SHP determines rules, Blue Cross Blue Shield gets money; old plan provided more money than current contract.
- Comment from Beth Martin – What group made decision for the overweight / smoking auto plans
 - Response from John Toller – Those rules/decisions were instigated by State Legislature, who at the time oversaw the plan. The plan is now managed by Treasurer’s office.
- Take pulse of Senators / constituents to find out questions and pain points

Announcements

- Next Staff Senate meeting is Sept 20, 3:00 in EHCI
- Individual Staff Senator photographs will be taken

Motion to adjourn

- Motion by Tony Miller, seconded by Mark Metcalf, passed unanimously
- Adjourned at 4:58pm