

Staff Senate Minutes

Thursday, November 15, 2012

Meeting called to order at 3:01 pm

Roll Call

Present

Jennifer Abbott, Steve Ayers, Stephanie Bailey, Laura Bilbro-Berry, Justin Boulmay, Martina Christie, Diane Coltraine, Tarrick Cox, Jackie Daniels, Kendra Davis, Melissa Eakes, Johnnie Eastwood, Bill Edwards, Steven Foley, Pamela Fredrick, Jenny Gregory, Marsha Hall, Judy Havermann, Kim Higdon, Mandee Lancaster, Hong li, Beth Martin, Jean Merenda, Mark Metcalf, Tony Miller, Crystal Morgan, Cindy Reaves, Tricia Reidinger, Rick Smiley, Derri Stormer, Brandon Thompson, Michael Thompson, Michael Tucker, Belinda Ward

Excused

Jilayne Erwin, Sydney Grammel, Garrett Killian, Stencil Lilley, Lisa Ormond, Kelly Rogers-Dilda, Jackie Smith, Travis Taylor, Kim Thompson, Teresa Tripp

Absent

Thomas Santana, LuAnn Sullivan, Chris Sutton

Minutes

Mark Metcalf moved to accept as corrected; motion was seconded by Justin Boulmay and passed unanimously

Chair Comments

- Meetings with Vice Chancellors
 - Currently progressing; had Chancellor's, Administration and Finance, and Academic Affairs
 - Each meeting went well, and response from Senate is that the meetings were useful and productive
- New information request document for each committee to provide information to the Communications and Marketing Committee for publishing on web site and other media

Treasurer Comments

- Budget Update
 - 2076.14 in State Funds
 - 742.14 in Chancellor's Discretionary Fund
- Gail Jordan Scholarship Update
 - 25075.73

Secretary Comments

- Will resend mail stop and phone number
- Tent cards are complete and ready as meeting paraphernalia

By-Laws Committee Report

- Met October 23
- Continuing discussion of “vacated” and process for Alternates
- Made plans for orientation session of new Senators and Alternates

Communications and Marketing

- Met October 8
- Continuing to contact businesses for Pirate Perks
- Continuing to look for outside sources of assistance for web site redesign

HR

- Introductory Staff Forum is slated for February
 - This event will be used to help describe Staff Senate and get people interested in
- Creating position descriptions for each member of Staff Senate

Leadership and Professional Development

- Continuing definition of seminar series for professional development for Staff Senate
- Slated Dr. Niswander as guest speaker in February to define Staff Senate, UNC Staff Assembly
- Arranging additional talk about state budget, budget process, and what that means for ECU

Membership

- Anticipating meetings beginning in earnest in January
- Working on processes for determining eligibility

Diversity

- Seeking students in Communication and Journalism needing independent studies to help with preparation of graphics for campus plasma screens
- Working on reconciling the language and presentation of Diversity on Staff Senate with the Office of Diversity

Rewards and Recognition

- Working on thank you notes for participants and donors for Health Walk
- Requesting assistance for thank-you notes

Scholarship

- Current primary focus is on Children of SPA scholarship
- Final amount available for distribution of Children of SPA will be in February 2013
 - March 31 will be scholarship application deadline
 - June 1 is deadline for awarding scholarship

Old Business

- None

New Business

- List of Service Activities will be sent to Senators and Alternates to select most preferred activity

Guest Speaker – Toya Jacobs, Institutional Planning, IPAR

- Staff Senate recorded the session; details and results from the session will be compiled by IPAR and reported to the Staff Senate

Announcements

- Next Staff Senate meeting December 13 in Willis Auditorium

Adjournment

Motion to adjourn made by Mark Metcalf, second by LuAnn Sullivan. Adjourn at 4:50pm