



Staff Senate Monthly Meeting

September 14, 2023, at 3:00 p.m.
Main Campus Student Center, room 249
In-person attendance for Staff Senators and Alternates
Virtual attendance available through [livestream link](#)

Meeting Minutes

Call to Order

Dana Lopez, Staff Senate Chair

Chair Lopez called the meeting to order at 3:00 p.m. She welcomed staff and guests and shared meeting best practices. Only staff senators and alternates may speak during Staff Senate meetings, senators should state their name and their division before speaking, and non-senators who would like to speak at future meetings can notify Staff Senate by emailing staffsenate@ecu.edu.

Recitation of the ECU Land Acknowledgement

Aleshia Hunt, Student Government Association Financial Advisor

Aleshia Hunt, a citizen of the Lumbee Tribe of North Carolina, provided the history behind the ECU Indigenous Land Acknowledgement. The East Carolina Native American Organization (ECNAO) urged the university to acknowledge the contributions of the Indigenous Tribes. The land acknowledgment is a way to insert the history into spaces at ECU. It was adopted by the Student Government Association (SGA) in the fall of 2019 and was approved by the Board of Trustees in the spring of 2021. Space was dedicated in the fall of 2021 and a campaign took place in the fall of 2022. Ms. Hunt shared a QR code linked to the website to provide additional history and facts about the tribes in North Carolina.

Aleshia Hunt presented the ECU Land Acknowledgement, which states:

“We acknowledge the Tuscarora people, who are the traditional custodians of the land on which we work and live, and recognize their continuing connection to the land, water, and air that Greenville consumes. We pay respect to the eight state-recognized tribes of North Carolina; Coharie, Eastern Band of Cherokee, Haliwa-Saponi, Lumbee, Meherrin, Occaneechi Band of Saponi, Sappony, and Waccamaw-Siouan, all Nations, and their elders past, present, and emerging.”

Moment of Silence

Dana Lopez, Staff Senate Chair

Chair Lopez requested a moment of silence to honor the memory of Dr. Zijie Yan, an associate professor at UNC Chapel Hill.

Campus Update

Dr. Brandon Frye, Vice Chancellor for Student Affairs

Dr. Frye welcomed the group and shared the administrative report on behalf of the Chancellor's Cabinet. Dr. Frye is a native North Carolinian from the western part of the state and has been serving as the Vice Chancellor for Student Affairs at ECU for approximately seven months. He thanked the Staff Senate for organizing the School Supplies Drive for the ECU Community School.

- **Carnegie Report**

Dr. Frye explained they have received positive feedback from those who attended the Carnegie "Big Reveal" presentation. This work is centered on modernizing ECU's enrollment related to marketing and he stated the personas that were discussed were affirming. Dr. Frye urged staff to review the results which are available on ECU's marketing webpage.

- **Campus Safety**

Dr. Frye thanked the Staff Senate for acknowledging our colleagues at UNC Chapel Hill. UNC has had another incident on campus involving an alleged weapon. ECU prioritizes the safety of its guests, employees, faculty, staff, and students. ECU's police officers and security vendor, Allied Universal, are visible and active across campus. Officers are speaking with new students and augmenting safety training. Active shooter training and safety and well-being training are conducted during orientations. The LiveSafe app is also a great resource. ECU has a Behavioral Concerns Team that assesses threats and provides recommendations for safety, and we also have relationships with other agencies across the UNC System to help address issues. "Run, hide, fight" is a national best practice, but understand that it is not linear. The most important thing to do is try to remain calm. You may need to hide, and you may need to fight in some situations. The campus police can meet and talk to discuss your personal safety plan. They will provide training, drills, and assess the facility where you work.

- **Legislative Budget**

Dr. Frye acknowledged negotiations are still taking place and ECU is closely monitoring the situation. The UNC System is prioritizing a salary increase and equity within all of the state agencies, meaning if K-12 teachers receive a raise, that university employees should receive a comparable raise. Another priority is the request for dollars to grow our primary care workforce.

- **Upcoming Events at ECU**

The Chancellor sent an email to campus this week announcing University Day, which will take place on September 20, 2023. ECU's vision, strategic plan, and future goals will be shared. Dr. Frye requested that everyone RSVP so they may get an accurate head count.

Dr. Frye also encouraged employees to attend different sporting events across campus to support ECU's student-athletes.

Dr. Frye concluded his remarks by thanking the staff for serving on the senate, being engaging, asking good questions, and serving the ECU community.

Discussion: Chair Lopez stated the Chancellor mentioned during the Faculty Senate meeting that fiscal year 2024 has a state appropriation reduction of \$5.8 million and fiscal year 2025 is slated for a reduction, as well. He said it is imperative that we increase the number of student credit hours generated throughout the calendar year of 2024. Chair Lopez asked what specific things can staff do to assist with this effort.

Dr. Frye replied that he was drawn to ECU due to the “One ECU” concept. We should not believe in a philosophy of “I’m just an Administrative Assistant.” or, “I’m just on the maintenance staff.” He further explained if we genuinely believe in the students, focus on student success, and understand we all play a key role no matter our job title, that we will help drive student retention. Simple acts of kindness, empathy, and concern go a long way. For example, walking a student to their classroom or saying hello to them in the dining hall when we scan their meal card are simple acts that create belonging and a sense of well-being. Many students attend classes online. Others are tackling different challenges related to mental health, well-being, stress, and anxiety. The more students are connected to ECU, the less likely they will leave the university. Dr. Frye reiterated that staff could help by continuing to do great work by having positive interactions with students, helping resolve issues for students, and by providing feedback when policies are posted for comments.

Senator Todd Inman, from Administration and Finance, works in the Grounds Department. He stated he had mentioned University Day to his co-workers, but many of his colleagues are not able to attend. He asked how people in these positions justify to their supervisor that they would like to participate and be allowed to attend these events.

Dr. Frye replied that approval does need to come from the employee’s supervisor and department head. The Chancellor’s Cabinet has talked about creating opportunities where all individuals can participate. It may be difficult for staff, depending on their classification, to attend certain functions. Office hours, medical practice, and other areas can create challenges for some employees to be able to leave their work. Dr. Frye will speak with VC Stephanie Coleman to make sure employees are able to attend these types of functions. Dr. Frye added he did not want to speak for the Chancellor but is quite sure that events like University Day should be an opportunity where all employees from various levels can come together to hear ECU’s vision, as it is difficult to be “One ECU” if a good portion of the workforce is unable to attend. He thanked Senator Inman for the question and stated he would bring it to the Chancellor’s attention.

Pirate Readiness Enhancement Program (PREP) and Professional Development

Mary Hardin, Training Specialist, Learning & Organizational Development

Robert Weatherly, Director, Learning & Organizational Development

Rob Weatherly, the Director of Learning and Organizational Development in Human Resources, introduced the professional resources that are available for faculty and staff. Cornerstone is the learning management system at ECU that tracks online training, such as compliance training, as well as instructor-led sessions and seminars to ensure credit is received for attendance. Some courses involve long-term professional development curriculum that can lead to professional certifications. Most importantly, ECU has a connection with LinkedIn Learning where employees can link their account to have access to instructional videos.

Rob Weatherly also stated that his department is interested in receiving feedback from the Staff Senate regarding ways they can incorporate the new vision priority related to workforce success in future trainings.

Mary Hardin, who is the Training Specialist in the Learning and Organizational Development department of Human Resources, is also the program leader for the new Pirate Readiness Enhancement Program (PREP). This program provides staff and faculty with professional development opportunities that can be a part of their performance management goal for the year or as a way to obtain skills to be more competitive in an application pool. Three core pathways focus on three different learner groups and classes may be taken either in-person in the Human Resources Training Room in building 283 or online.

- **Workplace Professionals Pathway** – designed for employees that may be in a non-office role, but would like to move into an office setting
 - 6 core classes that focus on general office topics (i.e., Customer Service in the Workplace, Time Management for Professionals, The Organized Professional)
 - 2 required electives through LinkedIn Learning that are focused on Office 365
 - 2 additional required electives chosen from one of the other pathways
 - Certificate received after successful completion of an assessment
- **Health Care Professionals Pathway** – designed for employees who would like to move into a healthcare role to serve patients
 - 6 core classes (i.e., HIPAA Compliance, Patient Experience)
 - 2 electives from one of the other pathways
 - Final assessment
- **Supervising Professionals Pathway** – designed for employees who aspire to become supervisors
 - 10 core classes (i.e., Making the Transition from Peer to Supervisor, Human Resources 101 for New Supervisors)
 - 2 electives from one of the other pathways
 - Final assessment

Registration for the PREP pathways is in [Cornerstone](#). Courses are ad hoc, therefore, employees can take a course without signing up for the entire professional pathway. Mary Hardin emphasized that Human Resources provides many different training opportunities for employees and urged everyone to take part in these trainings.

Rob Weatherly stated they have been involved with providing team building workshops across the university. The DiSC Workshop is now offered, which helps employees understand different communication styles. They also offer a session on Team Dynamics to teach how to bring a successful team together to accomplish a goal or complete a project. Survivor training is another session that has been a fun opportunity for employees to get to know each other better.

Other Professional Development Options

- The Continuing and Professional Education office in Research Economic Development and Engagement (REDE) offers a variety of workshops and opportunities available for professional development. The Lifelong Learning program provides valuable life skills to people in the community, such as teaching senior citizens how to use social media. They also offer online advanced career training and legal studies courses. A cost is associated with the career trainings, but employees may be able to request funds from their department to take the courses. They also offer continuing education units (CEUs) and credits for professional certifications and degrees.
- The Office of Faculty Excellence offers professional development training, such as supporting faculty in their teaching, research, and service, supporting student learning through outstanding faculty, professional development, teaching resources, and faculty life resources.
- The Office for Equity and Diversity (OED) provides programming that teaches a variety of different topics and explores ways to connect with each other and develop a sense of belonging.
- The Brody Office of Faculty Affairs and Leadership Development offers continuing education.
- ECU Career Services is available for those interested in seeking help with career advancement.
- The ECU Health Physicians Office of Training and Engagement offers professional development for the Brody School of Medicine and ECU Health Physicians.

Personal Development

Rob Weatherly discussed the free options for personal growth and development that are available to faculty and staff. Mindful ECU offers meditation, articles, books, and on-demand courses to learn how to integrate mindfulness into your daily life and work. Ginger offers confidential on-demand behavioral coaching and therapy to ECU faculty and staff and their dependents over the age of 18. Ginger will be rebranding due to their merger with the company Headspace. ComPsych offers confidential counseling, financial and legal guidance, and work-life balance solutions for faculty and staff and their dependents.

LinkedIn Learning

LinkedIn Learning has launched a new Career Pathways Development Program. All paid ECU faculty and staff have access to the LinkedIn Learning Library. Employees can enter a role or career pathway into a text box on the website, and LinkedIn will prescribe a list of skills and coursework to complete. [This link](#) will connect an employee's ECU account to their LinkedIn profile so that single sign on can be used to log in directly to LinkedIn to access training programs.

Rob Weatherly closed by encouraging staff to explore the learning opportunities that are offered each month by the Learning and Organizational Development office. On-demand courses are listed in their newsletter. Questions can be routed to HRDevelopment@ecu.edu.

Contact information was also provided for the following HR issues:

- Discipline, performance management, workplace issues: employeerelations@ecu.edu
- Leave, medical and supplemental benefits, retirement, hiring, recruiting, onboarding: employment@ecu.edu
- Banner, HR systems: HRIS@ecu.edu
- ADA accommodations: ada-coordinator@ecu.edu

Approval of Minutes

Christiana Shoopman, Staff Senate Secretary

The minutes from the August 10, 2023 meeting were emailed to members of the Staff Senate and one correction was received. That correction was located on page six under the ECU Board of Trustees Update. The member elected as the Vice Chair has been corrected to Vince Smith. The meeting minutes were approved as presented.

Executive Committee Updates

Staff Senate Executive Committee

Human Resources Report

Chair Dana Lopez shared the report that was issued by ECU's HR Recruitment Working Group in June of 2023. Past Chair, Senator Aisha Powell, served on this committee. The following feedback was provided in the report and Chair Lopez added an update as to whether an action has been completed.

- EHRA non-faculty postings do not include a salary range which is problematic and prevents applicants from applying.
Update: This action has been completed.
- There is no ability to give sign-on and/or retention bonuses when private employers and other UNC System institutions are using them to recruit and retain talent.
Update: A sign-on and retention bonus regulation has been drafted and is currently under review.
- The inability to review some applications as they are submitted creates a delay in connecting with qualified applicants.
Update: HR employment has been monitoring situations to see when it may be appropriate to move forward with a pilot to shorten the period before an applicant can be reviewed.
- There is a lack of advertising resources for the recruitment of graduate and undergraduate assistantships.
Update: HR is currently researching ways to improve this matter.
- The current focus of advertising is only on ECU, and it needs to expand to include more information about Greenville and the surrounding area to help recruit faculty and staff.
Update: There is no update at this time.

- The current version of the reference check form provided by HR is cumbersome.
Update: HR employment has begun a review of how other UNC schools have handled the updated policy. In addition, each division has been asked to provide feedback. Discussions are underway to determine the best way to document this new process.
- There are limited options for sourcing of candidates by offering internships and apprenticeships with departments at ECU.
Update: HR is currently working through details about how these internships correlate with the Youth on Campus policies and expectations. HR will conduct a review with Facilities to work through lessons learned during the summer of 2023 to improve the experience for upcoming internships. This will allow for a more informed approach to having more opportunities throughout campus.
- Recruitment policies and practices require interviewing 3 candidates despite limited applicant pools with reasonable recruitment efforts.
Update: This action has been completed.
- The timeline associated with the criticality process used to request to recruit and fill positions needs modification.
Update: There is no update at this time.
- There is a need for more robust search committee training and education beyond what is currently offered.
Update: Preliminary discussion have begun regarding what content needs to be created/developed.
- All SHRA employment offers must be made by Human Resources, and this leads to a breakdown in communication related to SHRA hires.
Update: This is on hold due to the Omnibus bill.
- Approval workflow for routing hiring actions in PeopleAdmin creates a delay in the recruitment and hiring process.
Update: The workflow documents have been updated several times with the most recent revisions occurring in August of 2023.

Key Leadership Positions in Parking Services and Creative Services

Chair Lopez stated the university has two key leadership roles that are vacant that impact staff, which are the Director of Parking Services and the Director of Creative Services. Vice Chancellor Coleman shared with the Staff Senate's Executive Committee that Associate Vice Chancellor Bill Koch will be sharing a plan to address Parking Services in the near future. Chief of Staff Dr. Locklear shared that an interim plan is in place until the Director of Creative Services position can be posted.

Janet B. Royster Memorial Staff Scholarship

An email notification was recently sent through the announce listserv about the Janet B. Royster Memorial Staff Scholarship. This scholarship, which is open for nominations through September 30, 2023, provides

staff development funding for permanent full-time non-faculty employees of the UNC System and honors Janet's leadership and dedication to all UNC employees. Since its creation, this fund has provided 149 scholarships totaling over \$98,000, thanks to the hard work of the UNC System Staff Assembly and a few great Chancellors' Cup golf tournaments. The scholarship award level is up to \$1,000 per employee for the 2023-2024 award cycle. The scholarship can be applied toward the cost of tuition, fees, books, registration for conferences, certificate programs, or other professional development activities. Chair Lopez urged staff to share this information with their division to encourage people to apply.

Student Code of Conduct Revision Committee

Chair-Elect Crystal Hildenbrand stated the Director of the Office of Student Rights and Responsibilities has asked for two members of the Staff Senate to serve on the Student Code of Conduct Revision Committee. Senator Kristy Ashley, from Athletics, who currently serves on the By-Laws Committee, and Chair Lopez will serve on this committee. Others who are interested in leading in this capacity should reach out to Staff Senate at staffsenate@ecu.edu.

Staff and Faculty Senate Mixer

Chair-Elect Hildenbrand announced the first Staff and Faculty Senate Social of the academic year will take place on September 21, 2023, from 5:01 - 6:30 p.m. at the Angus Grill on Jarvis Street in Greenville. Appetizers will be provided, but staff and faculty will be responsible for their own beverages. This event will provide an opportunity to foster relationships with our faculty.

Campus Security

Vice-Chair Lauren Thorn reiterated the importance of the LiveSafe app that Dr. Frye discussed. One helpful feature provides the ability to text directly with ECU police. During the last Faculty Senate meeting on Tuesday, September 12, 2023, Captain Chris Sutton provided a thorough update and responded to different questions about safety on campus. The recording for that meeting is available on the [Faculty Senate website](#).

The Dean of Students Office houses [ECU CARES](#). This resource was developed to pass information to the Behavioral Concerns Team, which assesses threats and concerns on campus. To report information, go to <https://ecucares.ecu.edu> and submit information through the form. You can provide your contact information, or you can choose to leave the form as anonymous. Information will be routed to either the ECU CARES team, for lower-level concerns, or to ECU's Behavioral Concerns team, which includes members of the police department, attorney's office, and other key members on campus.

Carnegie Report

Vice-Chair Thorn provided an update regarding the Carnegie Report. The Staff Senate's Executive Committee shared their excitement with the Chancellor and his Cabinet regarding how this report was rolled out through university communications. Dr. Locklear shared that trainings are already in place for the primary communicators on campus. ECU's Provost, Dr. Robin Coger, was also present at the meeting and stated that enrollment is not just about recruiting, but also retaining students. The advertising must align with what students experience at ECU. Vice Chair Thorn added it will be exciting to see how this shifts marketing opportunities and the strategies that will be used in recruiting new students.

University Day

Secretary Christiana Shoopman provided an update regarding University Day, which will be held on September 20, 2023, at 11:00 a.m. in the Main Campus Student Center ballrooms. With the launch of ECU's strategic plan, *Future focused - innovation driven*, University Day is an opportunity to bring the campus together to hear more about ECU's mission and vision priorities, as well as the goals for the academic year. It will be a great opportunity for staff, students, faculty, alumni, and community partners to gather together. Lunch will be provided on the lawn of the Main Campus Student Center. To RSVP for this event, reply to the email notification sent by specialevents@ecu.edu. If you are unable to locate the email, reach out to staffsenate@ecu.edu for more information. Secretary Shoopman added the importance of having staff in attendance due to previous conversations the Executive Committee had with Chancellor Rogers regarding the lack of a campus-wide meeting that is inclusive of all employees. She urged staff to attend since this opportunity has now been provided to everyone.

ECU Board of Trustees (BOT)

Secretary Shoopman reported that the Board of Trustees will meet from September 28-29, 2023, at the Main Campus Student Center and encouraged staff to watch the meetings online. The live stream links will be available on the [Board of Trustees' website](#) closer to the date of the meeting.

Treasurer's Report

Treasurer Stephanie Stroud reviewed the Treasurer's Report, which included expenses for staff who attended the Staff Assembly meeting. Scholarship money was awarded to the Janet B. Royster Scholarship Fund, the Children of SHRA Employees Scholarship, and the Gail Jordan Memorial Scholarship. Treasurer Stroud has received a request for funds for the Wellness Walk, which will be held at Lake Laupus on the Health Sciences Campus. Based on feedback received from last year's Wellness Walk, they are trying to procure food trucks that will provide healthier options. Requests for funds should be sent to Treasurer Stroud at webers@ecu.edu or to staffsenate@ecu.edu for any upcoming events.

Legislative Budget

Treasurer Stroud reiterated that the legislative budget has not been approved.

Student Government Association (SGA)

Parliamentarian Joshua Crockett provided the update for SGA. They are currently reviewing the active shooter policy. SGA President Javier Limon is meeting with Chancellor Rogers and Interim Chief of Police Watkins to discuss the safety of students.

Parliamentarian Crockett stated the Swipe Out Hunger initiative to combat food insecurity ended last week. This initiative successfully secured 121 donated meal swipes, which is an increase of 150% compared to last year. This program will continue as a way to reduce food insecurities for students, faculty, and staff, as well as for those who choose to utilize it.

SGA helps fund other student organizations, and they recently approved funding for the Marching Pirates to attend the football game at Appalachian State. Parliamentarian Crockett encouraged staff to watch online or attend in-person to support the Marching Pirates as well as the football team.

The UNC System Office is looking into cyber bullying at the student government level and banning platforms like Yik Yak. The students are advocating for the System Office to focus on student well-being, mental health, and safety for the 17 institutions. SGA is working with ECU CARES to plan a mental health day for students.

SGA is also exploring ways to improve student success and will provide information to the Board of Trustees at their next meeting.

Staff Senate Group Photo

Dana Lopez, Staff Senate Chair

Chair Lopez called for a brief break for members of the Staff Senate to take a group photograph for the website. She thanked alternate Senator Kimrey Miko, from the Chancellor's Division, for organizing the photo shoot session.

Committee Updates

The committees provided updates in reverse alphabetical order.

Scholarship Committee

The Chair of the Scholarship Committee, Michelle Bone, stated this committee has been planning the online auction, which will be held in November. She will send a letter to senators that can be used to ask businesses if they would like to donate to this event. An Excel sheet will also be shared as a way to keep track of businesses who have been contacted to avoid duplication of efforts. Donations can be given to Senator Bone, Chair Lopez, or collected at a Staff Senate meeting. If enough donations are not received by November, the auction will be held in the spring.

Discussion: Chair-Elect Crystal Hildenbrand asked Senator Bone what types of items are they hoping to receive.

Senator Bone replied that they will accept any item. Past items have included a football helmet, jewelry, a photography session from Senator Melissa Parks, gift cards to local restaurants, and a gift basket from the Chancellor's Office that included an ECU street sign. If they can obtain enough gift cards to local restaurants, they may pair them together into a goodie bag. Questions should be directed to Senator Bone at bonee19@ecu.edu.

Recognition and Rewards Committee

Senator Amy Eason, the Chair of the Recognition and Rewards Committee, discussed the Wellness Walk that will take place on Thursday, October 19, 2023, from 11:30 am – 1:30 p.m. at Lake Laupus. The rain date is scheduled for October 26, 2023. A sign-up sheet to volunteer at the Staff Senate table and to assist vendors with set-up will be posted. They are underway in reaching out to vendors. Those who participate in the Wellness Walk will receive a punch card. The committee is hoping they will be able to provide a t-shirt to those who complete their punch card by visiting the vendors on the walk. A flyer will be distributed across campus soon.

Academy Sports reached out to Staff Senate last week and is offering ECU employees a 20% discount from September 22-24, 2023. The coupon will be marketed to campus soon and can be taken to the local Academy Sports store or the code can be used to purchase items online. The Recognition and Rewards Committee has updated the Pirate Perks information and Senator Chad Carwein has updated the Staff Senate website with those discounts.

Summer Melt and Move-In

Senator Eason is collecting items for the gift basket for the drawing from the student orientation sessions. She thanked the senators who volunteered with move-in at Cotton Residence Hall and emphasized that the students' parents were very appreciative for their help.

Membership Committee

Senator Laura Fanning, the Chair-Elect of the of the Membership Committee, stated there are no attendance issues at this time. Staff Senate vacancies have been discussed and promotional materials will be created to encourage others to join. There are multiple vacant positions on the Health Sciences campus, particularly with staff who work in the clinics are unable to attend meetings. Discussions will continue to address these vacancies.

Leadership and Professional Development Committee

Senator Jennifer Jones, Chair of the Leadership and Professional Development Committee, announced that they have received a verbal commitment from the speaker for the Ballard's Annual Lessons in Leadership (B.A.L.L.) event. More information will be shared once that is finalized.

Human Resources Committee

Senator Michelle Smith, Chair-Elect of the HR Committee, reported that the school supplies were delivered to the ECU Community School on September 6, 2023. They collected items from 19 locations across ECU's campus and delivered seven large boxes to the school. The school was very pleased by the generosity and provided a tour for those who delivered the donations. Senator Smith thanked the Communication and Marketing Committee for their help in promoting this event.

The HR Committee reached out to Pitt County Schools to express interest in partnering to assist with proctoring tests at the end of the school year.

Donations are being accepted for the Staff Emeritus Awards. Ideas and feedback for the Staff Emeritus Award package can be submitted to the HR Committee.

Diversity Committee

Past-Chair Powell, Chair of the Diversity Committee, provided updates regarding ECU's Employee Resource Groups. The Organization of Black Staff (OBS) and the Black Faculty Organization (BFO) will host their 3rd annual mixer on September 14, 2023, in the College of Nursing lobby at 5:30 p.m. Provost Coger will provide remarks. OBS will hold their next meeting on Wednesday, September 20, 2023, over Microsoft Teams. Email obs@ecu.edu if you are interested in attending.

During the last term, Staff Senate passed the Labor Acknowledgement. The Faculty Senate has made a change in the wording, and in order to be consistent, the Staff Senate will need to vote on this proposed wording change. Senator Powell will reach out to the By-Laws Committee to discuss this vote.

The Diversity Committee is planning the 3rd Annual Women's Leaders Panel at ECU for March of 2024. Recommendations for panelists can be submitted to Senator Powell or another member of the Diversity Committee.

National Hispanic Heritage Month is celebrated each year from September 15 – October 15. The Association of Mexicans in North Carolina, Inc. and the Eastern North Carolina Latin America Coalition is hosting the 20th annual Latino Festival on Saturday, September 16, 2023, at the Town Common in Greenville from 11:00 a.m. – 5:00 p.m. to celebrate diversity and share cultures. The Brody School of Medicine will also be recognizing Hispanic faculty, staff, and students. If anyone would like to be highlighted, they can email Jonathan Peebles at peeblessrj23@ecu.edu.

The Ledonia Wright Cultural Center and the Office for Equity and Diversity will host Let's Connect at ECU on October 5, 2023, from 6:00 - 8:00 p.m. in the ballrooms in the Main Campus Student Center to celebrate Latino, Latina, and the Latinx community. Questions can be sent to Dr. Marjorie Ringler, Chair of the Comunidad Hispana resource group.

Discussion: Chair Lopez stated the Executive Committee mentioned the Women's Leaders Panel to the Chancellor and asked if he had any suggestions on panelists. He asked if speakers could be alumni or someone not currently working at ECU.

Senator Powell replied that the Diversity Committee will discuss and will provide an answer to the Executive Committee.

Communication and Marketing Committee

Senator Erin Gray, the Chair-Elect of the Communication and Marketing Committee, stated one of their committee goals was accomplished today by taking a group photo of members of the Staff Senate, as well as individual headshots of senators and alternates for the Staff Senate website.

Marketing requests have been received through the online ticketing system, and this process is working well.

This committee has been investigating different social media scheduling platforms, and they are contemplating requesting the purchase of CanvaPro.

Senator Gray concluded by sharing an environmental joke in Senator Chad Carwein's absence.

By-Laws Committee

Senator John Southworth, Chair of the By-Laws Committee, stated the review of the by-laws has been completed. Rather than bringing forth the recommended changes at this time, the committee will wait until another update is needed. They are also discussing solidifying in the by-laws the connection of Staff Senate with SGA, since the connection exists with Faculty Senate. SGA currently is represented in Staff Senate

with a student appointed as the parliamentarian. A survey will be sent to Staff Senate as a way to obtain feedback.

Old Business

Dana Lopez, Chair

Chair Lopez stated there was no old business to address.

New Business

Dana Lopez, Chair

Senator Todd Inman, from Administration and Finance, reminded everyone that the Janet B. Royster Scholarship is funded through the Chancellors' Cup Golf Tournament. This tournament will be held at Bryan Park Golf Course in Greensboro on September 26, 2023. They are looking for volunteers to help since ECU was unable to host a table last year.

Chair Lopez replied that she and Treasurer Stroud will be volunteering at the Staff Senate table on the course. Anyone who is interested in volunteering can contact Chair Lopez. Community service leave can be used for participating in this event.

In closing, Chair Lopez announced the next Staff Senate meeting will be held on October 17, 2023, at 3:00 p.m. at the East Carolina Heart Institute Auditorium (ECHI).

The meeting adjourned at 4:39 p.m.

Meeting minutes were taken and prepared by Staff Senate Secretary, Christiana Shoopman.

Minutes approved 10/17/2023