



UNIVERSITY OF NORTH CAROLINA SCHOOL *of the* ARTS

Staff Council

The mission of the Staff Council is to foster a positive and respectful working environment by advocating for the interests and concerns of each staff member.

Minutes of the Staff Council Meeting
August 15, 2013

1) Welcome

- a) Called to Order – Dolores Watson, Chairperson at 11:03AM
- b) Roll Call – Gary Penrod
 - i) Attendance – quorum established (17 representatives plus 1 alternate representing District 4) (13 constitutes a quorum)
 - (1) Representatives: 17
 - (a) Rebecca Brown, Stephen Cochrane, Mary Jane Degnan, Mary Graves, Sharon Hush, Marilyn James, Kesa Jessup, Leslie Kamtman, Clark Kiger, Diane Millette, Gary Penrod, Joseph Roberts, Marcie Rowdy, Patsy Seiler, Brock Snyder, Alice Thompson, Debra Thompson
 - (2) Excused: 7
 - (a) Abby Coleman, Chris Grubbs, Nick Johnson, Robin O’Neal, Kathi Rainwater, Phil Verpil (no longer employed with UNCSA), Ashley Weets
 - (3) Alternates: 4
 - (a) Nakita Green (representing District 4), Sarah Lawrence, Mary Pennington, Dolores Watson
 - (4) Other: 3
 - (a) Elizabeth Spruill (Ex Officio/Past Chair), Angela Tuttle (Committee Chair), Jim DeCristo
 - (5) Visitors: 13
 - (a) Lynn Stumpf (Registrar), Ben Morgan (Library), Juanita Thacker (Library), Sylvia Koontz (Library), Lauren Whitaker (Communications), Patrice Slattery (Library), Joe Rick (Residence Life), James Moeser (Chancellor), Pernell Bartlett (UNC Staff Assembly), Susan Colby (UNC Staff Assembly), Chuck Brink (UNC Staff Assembly), Edwin Martinat (Admissions), Xiaoyun Yang (Institutional Research)

2) Approval of Minutes

- a) Motion: Leslie Kamtman Second: Sharon Hush Passed by majority.

3) Guest Speakers

- a) Dr. James Moeser, Interim Chancellor
 - i) UNCSA is a unique institution. As musician, coming home to what he loves and has passion for. Purpose during 11 month term is to ensure that search for new Chancellor is successful. Agenda for first 3 months is listening to and learning from faculty, staff, and students.

- ii) There are no unimportant people on campus. Students, parents, and visitors get impression of school from interactions with staff. How well we care for facilities and grounds is a reflection of how well we treat our students.
- b) Chuck Brink, Chair of UNC Staff Assembly
 - i) Staff Assembly works in unison with administration – not against it. Way for staff to share ideas and communicate with administration. Must come together and work with administration and GA.
 - ii) Importance of shared governance
 - (1) Recognizing real and perceived differences and overcoming them to improve the university.
 - (2) Including faculty, staff, and students in administration of school.
 - iii) Ideas like community gardening are spreading to other campuses.
 - iv) There has been discussion about creating an ombudsman program on the campuses.
 - v) House Bill 834
 - (1) Has not yet been ratified by Governor.
 - (2) State Personnel Act to be renamed to NC Human Resources Act and NC Office of State Personnel to become NC Office of Human Resources.
 - (3) Will take 2 years to get through probationary period and achieve status as career employee. GA asked for 12 months.
 - (4) Grievances that go off campus will go to NC Office of State Personnel.
 - vi) UNC Board of Governors now has personnel authority.
 - vii) Change is the only constant – must adapt and get involved in the process.
- c) Pernell Bartlett, Vice-Chair of UNC Staff Assembly
 - i) To make changes, must bring concerns to the table and communicate suggestions for improvement.
 - ii) Improve filter for information coming from GA to campuses. Every employee on the campuses must know what is going on.
- d) Susan Colby, Chair-Elect of UNC Staff Assembly
 - i) Staff Assembly saw morale problems from changes so they looked at the strategic plan to determine how to move forward.
 - ii) Gave car analogy – staff is where the rubber meets the road.
 - iii) Must bridge gap between UNC Board of Governors/GA and the campuses.
 - iv) Staff Assembly delegates will meet in October to get to know each other and share ideas. Recognized UNCSA Staff Assembly delegates Dolores Watson, Patsy Seiler, Alice Thompson, and Joe Rick (alternate)
 - v) Recognized Joe Rick's efforts in Golf Tournament fundraisers to raise scholarship money for staff training.
 - vi) Brief discussion ensued concerning positive things occurring on campus such as increased campus participation and collaboration.

4) Chair Report

- a) Chair Dolores Watson met with Dr. Moeser to discuss staff issues and concerns. Dr. Moeser supports Staff Council and will work with Dolores.
- b) Dr. Moeser to speak at all school staff meeting on September 19th in ACE Theatre Complex, Main Theatre from 11:00AM – 12:30PM. Other key administrators to attend as well.

5) Committee Reports

- a) Membership and Elections Committee, Mary Graves
 - i) Committee will meet to discuss changes in by-laws.
 - ii) A new representative will need to be named for District 4 to replace Phil Verpil who has left UNCSA.
 - iii) Two new employees – Lisa Weller (Dance) and Corey Madden (Kenan).
- b) Professional Development Committee, Leslie Kamtman
 - i) September 11th from 11:30-12:30: Lunch & Learn in the Welcome Center – PDFs Made Easy

- ii) September 23: Juggling 101 (Managing Priorities)
 - iii) October 21: Nuts and Bolts of Social Media
 - iv) November 21: Holiday Stress Busters
 - c) Social Events Committee, Angela Tuttle
 - i) Averaging 10 people on Thursday Events.
 - ii) Next Thursday Event on August 15th at 5:30PM at Finnigan's Wake.
 - d) Community Service Committee, Dolores Watson for Jamie Moore
 - i) Working with other universities to see how a community garden can work here.
- 6) **Unfinished Business**
 - a) Gary Penrod asked for permission to record future Staff Council meetings to aid in preparing minutes.
- 7) **New Business**
 - a) Benefits Fair, Marcie Rowdy
 - i) Wednesday, September 18th from 9AM-3PM in Eisenberg Social Hall.
 - ii) Door prizes!
 - iii) Employees will have opportunity to talk to vendors concerning changes in benefits.
 - iv) Video will be sent via EFE to explain how benefits will change.
 - v) There will be incentives to reduce premiums – for example, taking a health assessment.
 - vi) Employees will receive 12 page document explaining changes.
 - vii) Jim DeCristo will talk to Executive Council to encourage department heads to allow employees to attend the Benefits Fair.
 - b) Reception to honor Mary Jane Degnan, recipient of the 2013 Outstanding Staff Service Award, immediately following the meeting in the BB&T lobby. Mary Graves read aloud several nominations submitted on behalf of Mary Jane.
 - c) Susan Colby congratulated Edwin Martinat on winning the 2012 Erskine Bowles Service Award and reminded staff that employees can also be nominated for the Governor's Award for Excellence.
- 8) **Adjournment**
 - a) Meeting adjourned at 12:02PM.

Submitted by Gary Penrod, Secretary