



## ***Minutes of the Staff Council Meeting***

October 20, 2011

### **Membership Attendance**

Vickie Berry, Kay Bosworth (ex-officio), Abby Coleman, Darren Chiott, Mary Graves, Paige Greason, Bill Huesman, Alex Johnston, Leslie Kamtman, Sarah Lawrence (alt.), Kurt Linney, Diane Millette, Erik Salzwedel, Russell Scott, Nyambi Shannon (Chair), Christia Thomason, Dolores Watson  
Visitors – Carol Wilson, Jim DeCristo

### **I. Call to order**

Nyambi Shannon called to order the regular meeting of the UNCSA Staff Council at 11:03am on October 20, 2011 in the RJR Screening Room.

### **II. Adoption of the Agenda**

The agenda for the meeting was approved and adopted (motion Millette; second, Thomason)

### **III. Approval of Minutes**

Minutes of the September meeting were approved with corrections (motion Johnston; second, Thomason)

### **IV. Committee Reports**

#### **A. Executive Committee –**

- a. Chair Nyambi Shannon congratulated the newly elected Representatives and Alternates.
- b. The UNCSA Staff Council mission was distributed and set forth by the Chair as the goals for the year. It encompasses the concepts of advocacy, respect, community, and communication. Nyambi wishes to increase the visibility of Staff Council, increase attendance at meetings, and boost staff morale.
- c. Tuesday, she and Kay and Amanda traveled to UNC Staff Assembly meeting. They connected with the WSSU Staff Senate and carpooled.
- d. The Chair challenged Reps to identify talented people in their districts to serve projects and/or join committees.

#### **B. Membership and Elections Committee – Mary Graves**

- a. M & E is still having difficulty finding reps in some districts.
- b. Mary moved that District 6 be eliminated and combined with District 7, to become District 7. (second, Alex Johnston – **motion passed**)
- c. Mary is looking for a suitable welcome gift for new employees, and open to ideas from Council.

#### **C. Professional Development Committee – Leslie Kamtman**

- a. Leslie reported that there were several events planned, including:
  - i. Online workshop, appreciating Accomplishments and Savoring Successes, Oct. 25 2 – 3pm in RJR Screening Rm.
  - ii. Excel Workshops, second week of November, TBA, by Sarah Lawrence

- iii. Adult Education Fair, Dec. 8, 9am – 12noon, Eisenberg; give yourself a gift, no one can take away.
- iv. Outlook workshop in January, TBA, by TaWanna Archia

**D. Social Events Committee + Community Service Committee – Kay Bosworth**

- a. Pumpkin Carving Contest Oct. 28 9am – 2pm in Pickle Jar  
Open to individual entries (instead of districts)  
AND Bake Sale to benefit Susan G. Komen
- b. Collecting donations for Sunnyside Ministries; boxes will be available in all departments and around campus. Canned foods, non-perishable foods, towels, blankets, sheets.
- c. TBA, Holiday Potluck and canned food drive.
- d. February is Have a Heart month. TBA, a service project will be planned to physically help out at the Second Harvest Food Bank or Sunnyside.
- e. There will be a Chili and Soup Cook-off in February
- f. There will be a campus clean-up day sometime in the spring.

**E. District Updates**

The Chair invited each Representative to give a brief update of their activities or news.

- a. District 2 – Career Services was eliminated and Outreach is now under Dean of Students. Advancement is hiring a Major Gifts Officer and filling openings in Individual Giving and PR/Marketing.
- b. District 4 – Residence Life has hired a new Moore coordinator and a new College coordinator. Students helped serve dinner at the Ronald McDonald House. Today is Think Pink to raise awareness of cancer in women.
- c. District 5 – Film is highlighting senior films to raise money for their LA Trip. They have started a mentoring program to pair Freshmen with Seniors.
- d. District 7 – Brent Carter has moved to a shared support position (Drama and Music). In IT, Kurt is now head of the HelpDesk.
- e. District 8 – Community Music is in full swing. The Stevens Center has the Piedmont Opera now, then David Sedaris, then Nutcracker. They have initiated a new comp ticket online request process, since the Watson box office is no longer staffed.
- f. District 9 – Facilities has a lot of activity preparing HVAC systems. Bill Parrish has retired.  
A question was raised about combining Distr. 9 and 11. It is just that there are so many in each, the bylaws prohibit it, currently.
- g. District 10 – Library staff met with the architects about the new library on Sept. 22. Library staff submitted revisions to the draft floor plan and will meet again with the architects on Nov. 2. Design plans for the library and the 3 other buildings in process will be presented to the Board of Trustees for approval at the Nov. 30 meeting. Facilities is preparing an impact document to inform the campus of the issues involved (interruptions, closings, access) during the construction phase.  
  
Jim DeCristo added that you will first see the re-routing of power lines and other preparations for construction.  
  
Campus Police will present an Active-Shooter Response Demonstration at the next Staff Council meeting Nov. 17.
- h. District 11 – Housekeeping is busy

- i. District 12 – Welcome Center reported an issue with morale. Events have transpired causing disappointment and discouragement.  
Mary suggested we request a Staff Meeting with the Chancellor; there used to be a Breakfast with the Chancellor for new employees.
- j. Jim DeCristo reported that we have had three candidates on campus for the Dean of Dance position, and they are all highly qualified.  
New members of the Board of Governors will be on campus Nov. 17, the same day as the Board of Visitors and Foundation Board of Directors meetings on campus.

## V. General Session

### A. Old Business –

Regarding the issue of employees not able to attend Council meetings or serve as representatives. President Tom Ross expressed his support at the UNC Staff Assembly meeting this month. He invited the Staff council to bring issues to the Staff Assembly which would take them directly to the President and the President will contact the Chancellor.

Jim DeCristo offered to take this on as a personal challenge. Instead of going through those channels, please give our administration the opportunity to resolve. The employees and Staff Council “have the support of the (UNCSCA) administration.”

It was discussed that there are issues, such as sole staffing, the Banner implementation, etc. which may absolutely prevent the participation by certain staff members. We need to differentiate.

Bill Huesman announced that the Staff Service Award has been increased to \$1000 pre-tax (was \$500 net). The Executive Council is to be commended for this action. The SC Secretary will prepare a thank you note.

### B. New Business –

- a. Faculty Council Update – Leslie Kantman  
A proposal is being developed to initiate a system of rank for faculty. Historically, all faculty at UNCSCA, because there is not a system of rank here, have been classified as “instructors.” The rank initiative addresses pay scale issues and a system for peer comparison. The Faculty will vote on this in December; then, it will need approval from our own Board of Trustees and the UNC Board of Governors. Currently, there is no state funding appropriated to support any salary increases for our faculty or staff.
- b. Staff Assembly Update – Kay Bosworth  
A report was presented at SA suggesting that NC revenue has stabilized and that we may see slight growth in 2012. The UNCSGA has quarantined \$120,000,000 for raises, but this is not guaranteed, and it represents what would only be a 1% increase.

## VI. Adjournment – 12:03pm

*submitted by Erik J. Salzwedel, secretary*