



UNCSA
Minutes of the Staff Council Meeting
July 19, 2012

Representatives in Attendance

Stephen Atkinson, Rebecca Brown, Leah Brown, Abby Coleman, Suevary Crawford, Mary Graves, Erin Haynes, Kesa Jessup, Alex Johnston, Leslie Kamtman, Sarah Lawrence, Kurt Linney, Diane Millette, Kathi Rainwater, Joseph Roberts, Nyambi Shannon, Jonas Silver, Elizabeth Spruill, Debra Thompson, Dolores Watson, Ashley Weets

I. Call to order

Nyambi called to order the regular meeting of the UNCSA Staff Council at 11:05am on July 19, 2012 in the Eisenberg Social Hall.

II. Approval of minutes from last meeting

The minutes of the June meeting were approved (motion, Kamtman; second, Graves)

III. Getting to Know You - New Director of Human Resources

James Lucas, Director of Human Resources, was introduced to Staff Council.

He told us his colleagues are envious of him. He feels very fortunate to be on such a lovely campus and enjoying the support of the UNCSA staff.

Mr. Lucas began his career in the Air Force. He has served the City of Winston-Salem in the Police Department and the Winston-Salem Forsyth County Schools (since 1998), all with Human Resources.

He believes in fairness for everyone, and trying to develop policies that work for everyone. We should treat each other the way we would want to be treated.

One of the first issues we are facing are the 5 additional days of leave for state employees. [the five days are in addition to the 1.2% raise for employees already reported] Directions on the administration of this leave are due to come from OSP, after which, directives will be issued to departments and employees. This is NOT bonus leave, but rather a "use it or lose it" leave for the current fiscal year ONLY. It will supersede even comp time.

There may be new or at least modified time-sheet forms.

One of HR's goals is to move to web-based leave reporting – Self-entry of forms – to streamline the process, increase efficiency and accuracy, placing more responsibility on departments - designated person to enter time sheets.

Another goal is to offer a regularly scheduled 2 to 4 hours to offer training for employees.

Jim DeCristo answered a question regarding the state employee raises.

Charlie Lucas sent out a letter to campus about extra money awarded to UNCSA from General Administration. This \$1 million will be used to correct certain inequities, starting with the largest inequity, the situation wherein our in-state high school students attend free and do not generate revenue for the University. The State had never fully funded our High School to make up for this waiver.

There may be opportunity for raises, but no firm decisions have been made. The Executive Council is looking at job categories and redefining some positions to line us up with the rest of the University of North Carolina system; then compare to peers; then compare to market rate.

IV. Elections & Recognition

Mary Graves introduced new employees: Alexandra Troxell, in Residence Life; and Bob Waldo, UAM in Dance.

STAFF COUNCIL OFFICER ELECTIONS

3 members have been nominated for Chair-Elect

Sarah Lawrence - Academic Data Coordinator

Jonas Silver - Director of Alumni Affairs

Dolores Watson – Director of Academic Programs in School of Filmmaking

In the first ballot, there was a tie, between Dolores and Jonas.

In the run-off ballot, Dolores Watson was elected Chair-elect.

Sarah Lawrence was elected to the post of Secretary by acclamation.

At this point, Nyambi symbolically passed the gavel to the NEW CHAIR

PRESENTATION - Nyambi Shannon was presented with a Certificate in Appreciation for Service by the Staff Council.

V. Committee Reports

A. Executive Committee –

Morale Boosting Task Force is being led by Nyambi, Mary, Steve Gallagher and Edwin Martinat. Joining them will be Alan Carnes from Purchasing. Members and non-member staff are welcome to join the force. They are in the brainstorming phase of a plan.

Staff Assembly Mtg in RJR Screening, July 30, tba, by Video Conference. Members are welcome.

B. Membership and Elections Committee –

Ashley Weets has agreed to be Staff Council photographer.

This Committee “does a lot.”

C. Professional Development Committee –

“Basic Excel II” will be schedule 1st or 2nd week of August. Later, “Working with Excel Formulas.”

D. Social Events Committee – Community Service Committee

Will be meeting soon. Open to new members and new ideas. They hope to partner or get ideas from WSSU.

Suggestions have included Adopt a Street and/or Community Garden.

VI. General Session

A. Old Business –

No old business

B. New Business

No new business

Announcement

Leah Brown will be on maternity leave until October.

VII. ADJOURNMENT 11:59am

submitted by: Erik J. Salzwedel, secretary