



**UNCSA**  
**Minutes of the Staff Council Meeting**  
May 16, 2013

**I. Welcome**

- Called to Order – Elizabeth Spruill, Chairperson at 11:04 AM
- Roll Call – Sarah Lawrence
  - Attendance – there is a quorum (15 representatives plus two (2) alternates representing District 8 and District 9) (12 constitutes a quorum)
    - Representatives: 15
      - Chris Grubbs, Philippe Verpil, Rebecca Brown, Stephen Cochrane, Abby Coleman, Mary Graves, Bill Huesman, Sharon Hush, Kesa Jessup, Leslie Kamtman, Allen Carnes, Kathi Rainwater, Elizabeth Spruill, Dolores Watson, Ashley Weets.
    - Excused: 2
      - Marilyn James, Vicki Berry, Diane Millette, Debra Thompson, Kurt Linney.
    - Unexcused: 2
      - Sue Crawford (District 11), Bobby Jackson (District 11)
    - Alternates: 3
      - Sarah Lawrence, Joseph Roberts (representing District 9), Alex Johnston (representing District 8).
    - Other:
      - Nyambi Shannon (Ex Officio/Past Chair)
    - Visitors
      - Jennifer Wells (Residence Life), Jose-Pablo Salas Rojas (Advancement)

**II. Approval of minutes**

- Motion: Leslie Kamtman, Second: Alex Johnston, Passed by majority.

**III. Chair Reports**

- Report from COO Meeting – Elizabeth Spruill
  - Campus should plan for 4% cut.
  - Will know by end of July or the first of August if there will be any RIF action taken. Tuition increases will help with cuts so hopefully there will not be a lot of Reduction (RIF).
  - May 24<sup>th</sup> is the cut-off date for budget orders
  - Temporary has been hired to redesign the UNCSA website. A permanent, full-time webmaster will be hired in the future.
  - All subject staff will be using the electronic timesheets by September. EPA and SPA Exempt are now using the electronic timesheets.
  - FY13 time is to be used by June 30.
  - A fence has been built at the High School building.
  - Renovations are going on at the Lower Housing.
  - Captain Gary Davis reported that Winston-Salem State and Salem College have had armed robberies and break-ins recently.
  - The Chancellor's Golf Tournament is June 12. The tournament will be held at the NC State Golf Course. Volunteers are needed to hand out T-shirts, work at tables, drive carts, etc. Nyambi will send a link with contact information.
  - Betsy Towns is the new Chair of Faculty Council
  - Joseph Blankenship is the new Chair for Student Government Association
  - Dolores Watson is the new Chair for Staff Council.
- House Bill 834 – Jim DeCristo
  - The University System will be looking at the bill tomorrow morning (May 17).
  - It is driven by OSP
  - There are changes in RIF policy
  - The probationary period has been shortened
  - Holidays have been increased from 11 days to 12 days.
  - If the bill passes the universities will have more control over the employees. As employees will be university employees and not OSP employees. All employees will be under HR instead of OSP.

- Chancellor Search – Jim DeCristo/Nyambi Shannon
  - The search will start back in the fall.

**IV. Committee Reports**

- **Executive Committee – Elizabeth Spruill, Chair**
  - See Chair Reports (Report from COO Meeting)
- **Membership & Elections Committee – Mary Graves, Chair**
  - We have one new employee (Jose-Paldo Salas Rojas (Advancement))
  - Elections for Odd number districts will be held next month.
  - Mary Jane Degan received the Staff Outstanding Award and will be recognized at another time.
  - Asked for feedback for the Celebration of Excellence Ceremony.
- **Professional Development Committee – Leslie Kamtman, Chair**
  - Adobe and Microsoft Outlook training will be offered during the summer months as well as continuing with the Lunch & Learn series.
- **Social Events Committee – Angela Tuttle and Nyambi Shannon, Co-Chairs**
  - Nothing to report.
- **Community Service Committee – Ashley Weets and Jamie Moore, Co-Chairs**
  - Tour De Tanglewood will be held on September 28<sup>th</sup> and 29<sup>th</sup>. There will be an UNCSA bike team. There will be “mini” bike rides before the event to help prepare for the event. If you would like to participate contact Dean Wilcox. Ashley Weets will send out more information.

**V. Unfinished Business**

- Title 9 – HR still training
- Electronic Timesheet training – HR working on dates
- Buy-a-Brick – Contact Jim DeCristo for more information

**VI. New Business**

- No new business

**VII. Adjournment 12:00 p.m.**

*submitted by: Sarah Lawrence, Secretary*