**WCU Staff Senate Meeting Agenda**

**October 8, 2014 (8:30-10:00am)**

**UC Cardinal Room**

|  |  |  |  |
| --- | --- | --- | --- |
| **Members** | **Present** | **Excused** | **Not Excused** |
| Annette Parris (secretary) | ✔ |  |  |
| Brett Woods (Parliamentary) | ✔ |  |  |
| Brian Buchanan | ✔ |  |  |
| Brian Wood  | ✔ |  |  |
| Carrie Shuler-(requested hiatus for a couple months) |  | ✔ |  |
| Chris Parrish  | ✔ |  |  |
| Colby Dietz  | ✔ |  |  |
| David Rathbone  | ✔ |  |  |
| Galen May |  | ✔ |  |
| James Stamey  | ✔ |  |  |
| Jane Buchanan  |  | ✔ |  |
| Jennifer Cooper  |  |  | ✔ |
| Mandy Dockendorf (Treasurer) | ✔ |  |  |
| Mark Ray  | ✔ |  |  |
| Marty Brow (Chair, Scholarship Committee) | ✔ |  |  |
| Megan Forsyth  |  | ✔ |  |
| Michelle Cooper (Chair, HR Committee) |  | ✔ |  |
| Mid Buchanan  | ✔ |  |  |
| Miles Basehart | ✔ |  |  |
| Pam Buchanan  | ✔ |  |  |
| Pam DeGraffenreid (Chair-Elect) |  | ✔ |  |
| Pamela McFarland | ✔ |  |  |
| Patrick Frazier  | ✔ |  |  |
| Patrick Hinkle (Vice-Chair) | ✔ |  |  |
| Robin Hitch  | ✔ |  |  |
| Sarah Carter (Chair, Public Relations Committee) | ✔ |  |  |
| Dr. David Belcher (Ex-Officio Member) | ✔ |  |  |
| Kathy Wong (Ex-Officio Member) |  |  | ✔ |
| Rusty Marts (Ex-Officio Member) |  |  | ✔ |
| Leroy Kauffman (Faculty Senate – ex-officio) |  |  | ✔ |
| Garret Whipkey (SGA – ex-officio) | ✔ |  |  |
| John Nickel | ✔ |  |  |

1. Call to order (David Rathbone, Chair)
2. Approval of Meeting Agenda (David Rathbone, Chair)
	1. Approved
3. Approval of Minutes for previous meeting (David Rathbone, Chair)
	1. Approved
4. External Reports
	1. Office of the Chancellor (Chancellor Belcher)
		1. Dr. Belcher couldn’t be with us today. Dr. Melisa Wargo represented.
		2. Thank you’s all around for helping to make the BOG and GA’s feel welcome, still getting complements and notes from them commending us on a beautiful and ‘happy’ campus. We definitely set the bar!
		3. A new ‘Board of Visitors’ met last week, they are not a policy or governance group, they will help with friends and fund raising following the 3pW’s, work, wealth & wisdom.
		4. Other updates: salary issues; with record enrollment again we received more money, some of which was prioritized to give everyone the 1k raise, also set aside a small pool of merit dollars for EPA and to eventually bring everyone up to 75% of market. On the down side, we are anticipating budget cuts of 2.5%, 2% already prepared for, some money held back for further cuts. If we get more than 2%, we’ll have to look across campus or ‘borrow’ from enrollment growth dollars from next year. This being election time, we do have friends at GA that understand the importance oh Higher Ed but there is such a backlog of need, we have to take our turn.
		5. Updates on capital projects; Brown Cafeteria renovation will be starting in the spring. Mixed Use Development/Retail Space with begin next summer, includes a 20 thousand square foot retail space and 2-3 floors of student housing. HFR renovations continue.
		6. We will continue to work with BOG about tuition and fee increases, the budget requests have been submitted.
		7. News out of UNC Greensboro-staff members arrested for theft of time, Dr. Wargo reminded us to be familiar with Policy 54 regarding the use of university assets and resources. This policy does apply to SPA as well as EPA.
		8. November 12, Tony Johnson will head up the Regional Leadership Summit discussing millennium issues facing NC and develop solutions to these issues.
	2. Human Resources (Kathy Wong)
	3. Faculty Senate (Leroy Kauffman)
	4. SGA President (Garrett Whipkey)
		1. SGA are busy doing formal and informal work, holding forums ‘getting the pulse’ of current students.
		2. Some recurring issues coming up; expanding dining options, as in healthier food choices. Campus security/lighting and communications to and within student body.
		3. Had a delegate attend ASG, big topic was quality advising.
		4. “It’s On Us’ Campaign is underway, highlighting sexual violence
	5. Special Guest: Steve Miller, SACS Director
		1. Two Components/2 Committees; Compliance and QEP
		2. January 2015 there will be an open forum and vote, open to all, faculty, staff and students.
		3. Dr. Miller will be joining us monthly with updates.
5. Sub-Committee Updates
	1. Governance Committee (Patrick Hinkle)
		1. Nothing new, haven’t had a chance to meet this month.
	2. HR Committee (Michelle Cooper) Chris Parrish reported in Michelle’s absence.
		1. We had a representative from the community at our last meeting ( a local psychologist) reminding us the we as state employees are entitled to 5 free visits.
		2. Please visit the Compsyc site for all the assistance available to employees.
		3. Open enrollment for health plan is coming. If you have no changes you don’t need to take any action, but if you are signing up for wellness discounts, those do need to be visited.
		4. HR would like to do more advertising of all the discounts for employees, we shared the link from Staff Senate website with them.
		5. HR Director search is underway, first meeting just about what we want to look for in candidates.
		6. Monthly meetings are being well attended, they are scheduled the same time/date each month to enable folks to get familiar with time and date.
	3. PR Committee (Sarah Carter)
		1. Fall retreat planning underway. We are looking at 12/16, 11am-2ish, at HHS again.
		2. Newsletter should be going out the first of next week. Will be bi-monthly.
	4. Scholarship Committee (Marty Brow)
		1. ornaments! Sold 42 at Mountain Heritage Day, plus had a $30 donation given.
		2. Football games coming up, will be sending out sign ups if you would like to help.
		3. Marty will be meeting with Brenda Holcombe to update scholarship application, both process for applying and going paperless. Will also look at application deadline and review process.
		4. Thursday, October 30th will be the cookie sale, come in costume!
		5. Pam Buchanan-Raleigh will not allow us to use Square to take credit card payments, will continue working on it.
		6. Ornaments are low at the Bookstore, need to buy more. Motion to order 50 more purple, passed.
6. Internal Informational Reports
	1. Treasurer (Mandy Dockendorf)
		1. Have deposited $150+, current balance is $4,090.78.
		2. Mandy has several questions for Pam, no updates on Pam’s status
		3. Questions about Staff Assistance; has any of funds being raised been going toward staff assistance? No, but David has had 2 calls directly asking for assistance. Discussion about where to send these calls, HR? Decided that the Governance Committee would take a look at whether a percentage of popcorn and/or ornament sales could go toward a fund for staff assistance.
	2. Parliamentarian (Brett Woods)
		1. We did fine until Internal Reports. We need to be more aware of what is actually new business. Brett agreed to intervene and let us know when something needs to be discussed under new business.
	3. Staff Assembly (David Rathbone)
		1. New people are getting settled in, delegates have not received emails about meetings. David will follow up next week at Staff Assembly. No one available to go with him this time, but maybe with more notice that will change.
		2. Discussion about EPA and SPA merging continues to come up. We need to individually investigate and bring ideas to monthly meetings.
	4. Chancellor’s Meeting (David Rathbone)
		1. Met with Chancellor last week, he is very please with the number of committees we are involved with, maybe David doesn’t need to be on so many, (if anyone willing to take some, he’s willing to give up)
7. Old Business
	1. How is the Biltmore Park representative coming? Can we ask Governance to check into us using GoToMeeting?
8. New Business
9. Other Business
	1. If we are pursuing Biltmore Park representatives, shouldn’t we seek representatives from Cherokee Center, Highland Bio Center?
	2. Admissions has a purple tent available for Scholarship Committee to use (31590 Health Services (3475) also has one we can use.
	3. Annette and David received an email from Henry Wong during the meeting concerning Gender Equality Salary Survey. I will put him on the agenda for next month and send him an invitation.

Next Staff Senate meeting

November 12, 2014

UC Cardinal Room

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