**WCU Staff Senate Meeting Agenda  
May 9, 2013 (8:30-10:30 am)  
Cardinal Room (University Center)**

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| --- | --- | --- | --- |
| **Members** | **Present** | **Excused** | **Not Excused** |
| Tammy Ammons-Hagberg | x |  |  |
| Marty Brow | x |  |  |
| Brian Buchanan | x |  |  |
| Paula Carnes-Ashe | x |  |  |
| Sarah Carter |  | x |  |
| Jennifer Cooper | x |  |  |
| Michelle Cooper | x |  |  |
| Wiley Danner |  | x |  |
| Pam DeGraffenreid | x |  |  |
| Phyllis Franks | x |  |  |
| Patrick Hinkle | x |  |  |
| Robin Hitch | x |  |  |
| Alison Joseph | x |  |  |
| Jason LaVigne | x |  |  |
| Amy McKenzie | x |  |  |
| Gwen Nicholson | x |  |  |
| Jen Nickel | x |  |  |
| Chris Parrish | x |  |  |
| David Rathbone | x |  |  |
| Emily Sharpe | x |  |  |
| Carrie Shuler |  | x-Shawna proxy |  |
| Will Shivers | x |  |  |
| Andy Voelker | x |  |  |
| Meg White | x |  |  |
| Brian Wood | x |  |  |
| Shawna Young | x |  |  |
| Dianne Lynch (Ex-Officio Member) – David Belcher |  |  |  |
| Kathy Wong (Ex-Officio Member) |  |  |  |
| Mary Jean Herzog (Faculty Senate Chair – ex-officio) |  |  |  |
| Ryan Hermance (SGA President-ex-officio) |  |  |  |

\*\*Name cards: Jennifer Cooper and Brian Buchanan

1. Approval of the Meeting Agenda (Robin Hitch)

Approved

1. Approval of the Minutes of the Previous Meeting (Robin Hitch)

Approved

1. External Informational Reports
   1. Office of the Chancellor Updates (Chancellor Belcher or designee)

Not present

* 1. Human Resources Report (Kathy Wong, ex-officio member)

At the state level there is a variety of new legislation being proposed. There is legislation going through the House and the Senate requiring that UNC schools reserve 1% of the salary base to send to the state to repay the federal government for extended unemployment benefits. A weapons bill has passed House and is going to the Senate. The bill will allow for concealed carry on UNC campuses and at campus events. A bill is going through the process to discontinue asking if people have criminal convictions on the employment application. There is another bill proposed to modernize the State Personnel Act – changing the name of the managing office, updating holidays, etc.

As a result of the Salary Taskforce Open Forum, emails will be going out to each SPA employee which will include each individual’s classification level, competency level, and gap to market rate. EPA salary information will be reviewed by HR for consideration of sending out a similar email to EPA employees.

* 1. Faculty Senate Report (Mary Jean Herzog or designee)

Not present

* 1. SGA President Report (Ryan Hermance or designee)

Not present

1. Sub-committee Updates
2. Governance Committee (Robin Hitch)
   1. Review and Vote on Bylaw Updates

Technical difficulties prevent the voting; will conduct review online and the approval process will be conducted online as well.

Review of proposed ‘chair-elect’ position is conducted due to upcoming vote for leadership team for 2013-2014. Robin read the proposed language for the chair-elect position and explained the thinking behind adding the chair-elect position and the impact on the vice chair position.

Discussion/Questions/Comments:

Andy Voelker: Explanation of language regarding experience necessary to run for a leadership position.

Michelle Cooper: Clarification of chair-elect and vice chair positions and who will take over for chair if that position becomes vacant. The chair-elect will take over for the chair if that position becomes vacant. The vice chair can choose to run for either the chair-elect or chair position should either position become available and the current vice chair is eligible to run.

Vote: Approved

1. HR Committee (Pam DeGraffenreid)

Robin Hitch: Can we add a question to the staff opinion survey to learn what staff think about the proposed concealed carry bill?

Michelle Cooper: I would wonder if we can get information back in time for it to be relevant.

Kathy Wong: The bill has a lot of momentum and passed the House easily.

Alison Joseph: It might be helpful to be able to state after the fact whether staff supported the bill or not.

* 1. Staff Opinion Survey

Technical difficulties prevent projecting the survey but everyone has been sent the survey for review. OIPE will be reviewing the survey and it is scheduled to be sent out May 20th. We have close to 1,000 staff on campus and this will allow them to have a voice and will inform the work of the Staff Senate in the upcoming year. There are comment sections throughout the survey. Ideally, we would like to administer this annually. There were questions that were not added but will be held in reserve for future surveys.

Brian Buchanan: We might want consider making this available on paper during Employee Appreciation day.

Michelle Cooper: We want to be careful about having too much paper collected because it creates issues with data entry. We can do follow ups on what we learn from the initial survey but primarily will want to keep administration of the survey simple. We will also want to be proactive about publicizing the results.

Robin Hitch: We could probably set up computers at Employee Appreciation day.

Tammy Ammons-Hagberg: We could use Employee Appreciation day as an opportunity to follow up to what we learn in the survey.

Discussion and general agreement

Marty Brow: Can we pursue university options related to the concealed weapon bill?

Michelle Cooper: We can ask a question to learn more about how this bill will impact people. What’s important, though, how people feel about their safety or how people feel about the gun bill?

Phyllis Franks: We need to be mindful that students have easier access to alcohol now and guns and alcohol don’t mix.

Patrick Hinkle: I simply assume guns are currently on campus.

Michelle Cooper: From a mental health perspective, we need a zero tolerance policy for weapons on campus.

Alison Joseph: The Faculty Senate emailed the Staff Senate to support a Faculty Senate resolution against the concealed weapon law.

Tammy Ammons-Hagberg: From a law enforcement perspective, having concealed weapons on campus will increase tension and increase the possibility of confrontations on campus.

Robin Hitch: I think it’s important that we get these types of questions on the survey so we know whether to support the Faculty Senate resolution.

Michelle Cooper: UNC system counseling directors have created a position statement against the bill. The UNC system as a whole is overwhelmingly against the bill. With the survey, we can demonstrate the impact of the passing of the bill.

Alison Joseph: Can we vote to support the Faculty Senate resolution?

Andy Voelker: (reads the proposed bill)

Robin Hitch: (projecting the Faculty Senate resolution and, due to poor visibility, reads the resolution)

Andy Voelker: The bill mentioned in the Faculty Senate resolution doesn’t match what’s being discussed.

Vote: In favor of supporting the Faculty Senate resolution with one abstention

Meg White: Does the PR committee work with Bill Studenc’ area to promote certain topics? This would be an important area to educate staff and faculty about and promote positive messages.

Alison Joseph: Great idea, we’ll follow up.

1. PR Committee (Alison Joseph)

No update, a newsletter went out last week

1. Resources and Environment (Andy Voelker)

The Faculty Senate is supportive of joint adoption of the highway over by 107

1. Scholarship (Amy McKenzie)

Bake sale raised $94.63

Scholarship recipients:

Megan Boland, parent is Kathy Boland

Kendra Douglas, aunt is Pamela DeGraffenreid

Hunter Crawford Roberson, parent is Hoyte B. Roberson Jr.

1. Internal Informational Reports
   1. Treasurer Report (Paula Carnes-Ashe)

$2,230.19 available after moving $3,000 in scholarships and $200 emergency payment

* 1. Parliamentarian Report (David Rathbone)

Bylaw updates ongoing

* 1. Staff Assembly Report (Andy Voelker/Jason LaVigne)

The Staff Assembly discussed the governor’s proposed budget. Process-wise, the budget will go through the House and the Senate for review and revision and then into conference for final decision-making. The governor’s proposed budget has $165M in proposed cuts to the UNC system. The UNC system asked for $45M to recognize gained efficiencies and received $19M in the budget. Some UNC campus’ will have a 20% increase in out of state tuition. Former HB575 (proposed restructuring of OSP and SPA positions) doesn’t seem to have support with the current legislators.

Tom Ross talked to the Staff Assembly about the possibility of closing UNC campuses. From the UNC System perspective, there is strong opposition to closing any of the campuses. Each campus is unique and serves a unique student body. If a campus closed, costs would simply be shifted from the closed campus throughout the rest of the UNC system. Additionally, the system would be left with vacant facilities that aren’t appropriate for any use outside of the higher ed environment. Additionally, the UNC university facilities are in poor repair and would expensive for a company to purchase and renovate. The governor has committed to not closing any campuses in the next two years. From a System perspective, they are looking at alternatives and ways to conserve costs. Tom Ross shared that merging campuses didn’t actually make sense either; rebranding the new entity would kill alumni support and lose recognition of original university. Merging campuses would also need a great deal of start-up capital which isn’t available.

UNC System chief of staff also spoke to the Staff Assembly. Improving graduation rates and helping community members to finish degrees will be of high importance for the UNC System as well as attracting military affiliated and veteran students. The System is interested in streamlining and codifying the General Education requirements between UNC schools. UNC is participating in a distance education consortium to encourage people to become students. The System is also looking at business processes that could combined for efficiencies (ex. audit, financial aid, IT infrastructure, residency review, bulk purchasing, etc.). Everything is being reviewed and bulk purchasing has already been implemented.

Staff Assembly also had a presentation from the Chapel Hill ombudsperson. Dr. Belcher has approved a pilot program for our campus

Benefits update: The Assembly discussed how the affordable care act will impact temporary employees. The State Health Plan will be moving enrollment to a calendar year system rather than a fiscal year system. We will have a transitional fall enrollment period and then a new enrollment period in December to get us on a calendar year system. Copays and deductibles will be prorated in the fall. The cost of the healthcare plan will be increasing 4.7% this year and next. The 80/20 plan will become more expensive. Preventative healthcare will be covered 100% will also have health incentives which will decrease monthly costs. The Staff Assembly also created an impact document describing the impact of long term salary deflation and lack of pay increases with increasing costs of benefits on state employees.

* 1. Chancellor’s Meeting Report (Robin Hitch)

The Provost’s office will be implementing the ombuds pilot as soon as possible. Dr. Belcher also discussed how the responsibilities of the provost’s office would be covered during the search for the new provost.

Michelle Cooper: Have you discussed the staff opinion survey with him?

Robin Hitch: No, but I will mention it when we meet next.

Amy McKenzie: Can we send a note of general recognition to the Provost’s and Chancellor’s offices in support and memory of Angi?

General agreement

* 1. Campus Master Planning (Shawna Young)

The planning consultants will be back on campus Monday and Tuesday with a community forum Monday evening.

Alison Joseph: A survey relating to master planning will go out soon as well.

Robin Hitch: The Library is conducting a parallel planning process the origins of which predate the campus master planning.

* 1. Salary Taskforce (Alison Joseph)

The Staff Forum went really well and the taskforce had a great response to the survey. The survey results show overwhelming support for decreasing the gap to market rate then establishing a ‘bottom’ for salaries.

1. New Business
   1. Elect 2013-2014 Leadership Team

Chair: Robin Hitch

Chair-Elect: David Rathbone

Vice Chair: Patrick Hinckle

Secretary: Jen Nickel

Treasurer: Pam DeGraffenreid

Parlimentarian: Andy Voelker

* 1. Employee Emergency Assistance Fund (Robin Hitch)

We had a request for emergency funding through this program and were able to award $200 to help the individual out. Moving forward, we need to review the way the emergency fund program is written and how the application is written. We will also need to figure out how we will fundraise for it and administer it. We will be meeting with fundraising, legal, etc. to work out details.

Alison Joseph: This feels like this is a good fit for the Staff Senate.

Shawna Young: We will need to find a way to administer it properly and in a timely manner.

Michelle Cooper: It seems like this might be a good fit for the HR committee to administer.

Alison Joseph: The PR committee can help with publicizing the availability of the award.

1. Old Business
   1. Staff Senate Subcommittees – Possible Reorganization

David Rathbone: We may want to consider creating a fundraising committee especially with the upcoming 125th anniversary of the university. We’ll need funding to properly support the anniversary.

Alison Joseph: We have also discussed possibly spinning out service as its own committee.

Robin Hitch: Each of the new senators will be asked to join a committee at the next meeting so let’s think about this and discuss again at our next meeting.

Andy Voelker: The community service piece is especially important. It’s become increasingly important for the Senate but is simply a part of the PR committee.

Other Discussion:

Pam DeGraffenreid: Are we going to continue to meet at this time?

Robin Hitch: That’s a good point, Dr. Belcher has a conflict with our meeting time.

Shawna Young: It’s important to have the chief of staff and leadership at our meeting to share in our conversation.

Amy McKenzie: Let’s think about moving our meeting to a time similar to the Faculty Senate.

General discussion and agreement: Propose different meeting times to the chief of staff and chancellor

We will need to invite the chief of staff and ombudsperson to meet with the Staff Senate as well.

Additional discussion and agreement: We will plan a June retreat to plan for the upcoming year. Possibly review the results of the staff opinion survey and compare to the goals established during the fall 2012 retreat.

Meeting adjourned

Next Staff Senate Meeting:

8:30 – 10:30 June 13, 2013

UC Cardinal Room