**WCU Staff Senate Meeting Agenda  
June 13, 2013 (8:30-10:30 am)  
Cardinal Room (University Center)**

|  |  |  |  |
| --- | --- | --- | --- |
| **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 |  |  |  |
| Jen Nickel |  | x |  |
| Chris Parrish | x |  |  |
| David Rathbone | x |  |  |
| Emily Sharpe |  | x |  |
| Carrie Shuler |  | x |  |
| Will Shivers |  | x |  |
| Andy Voelker | x |  |  |
| Meg White | x |  |  |
| Brian Wood | x |  |  |
| Shawna Young | x |  |  |
| Dianne Lynch (Ex-Officio Member) – David Belcher |  | x |  |
| Kathy Wong (Ex-Officio Member) |  | x |  |
| Mary Jean Herzog (Faculty Senate Chair – ex-officio) |  | x |  |
| Ryan Hermance (SGA President-ex-officio) | x |  |  |

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)

Not present

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

Not present

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

Most of the student body is not on campus during the summer but the SGA is involved in Orientation and planning for the upcoming year. SGA will be working to implement an A plus grading system.

Marty Brow: Has SGA heard about a bill in the legislature requiring that the UNC system ban co-ed dorms?

Ryan Hermance: We haven’t heard a lot about that issue. It will be something to keep on our radar, though.

1. Sub-committee Updates
2. Governance Committee (Robin Hitch)

Review and Vote on Bylaw Updates – Reviewed and passed

1. HR Committee (Pam DeGraffenreid)

Staff Opinion Survey – The online survey was closed on June 5th and accepted completed hard copies of the survey through June 14th. Alison Joseph will run an analysis on the results and divide the data by division, gender, years of service and minority status. Once the data is available, the committee will review for highlights and further analysis. Highlights will be communicated to leadership first then to staff also in the August Reporter.

General discussion on how to share the survey results with Dr. Belcher and whether the Senate should identify action steps based on the survey results.

Marty Brow: is it worth noting that the university isn’t as ‘wired’ as leadership seems to assume?

General discussion about the new HR changes in submitting time and the availability of computers and staff access to computers.

1. PR Committee (Alison Joseph)

The PR committee will have a newsletter coming out in July or August.

1. Resources and Environment (Andy Voelker)

IT Wireless Survey – IT is reviewing the wireless system from top to bottom and looking for feedback. (Distributed survey on access experience with wireless on campus.) IT will be doubling wireless access throughout campus over the summer and plans to have a much more robust system by August.

1. Scholarship (Amy McKenzie)

Initially the scholarship committee awarded 3 scholarships but one of the students has transferred to another university. This frees up $1,000 award and the committee would like feedback on how to handle the funds. Should this stay in the discretionary fund (or Employee emergency fund), go to the principle of the scholarship fund or be awarded to the student who was ranked 4th in the application review process? This was discussed at the Executive Committee meeting but without consensus. The Scholarship Committee would like the Senate body to vote on how to handle the funds.

General discussion on the scholarship candidates.

Vote: Award the 4th candidate - approved

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

Discretionary fund has $1133.28

Fall staff forum and the $200 emergency grant were the only expenses. Treasurer has developed a spreadsheet detailing expenses and fundraising over the last year and to use moving forward.

* 1. Parliamentarian Report (David Rathbone)

No report

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

The Staff Assembly just played their annual chancellor’s cup golf tournament. Dr. Belcher doesn’t play golf and with the tournament being held in Raleigh it was tough to connect with the event. The event made over $18,000 that will go to scholarships. The House bill did have funding for NCAT but lower funding for UNC system than the Senate budget but better than the Governor’s budget

* 1. Board of Trustees Meeting Report (Robin Hitch)

The Board of Trustees discussed the upcoming budget compromise and what it may mean for WCU. The general thinking is that there will be a budget in the upcoming weeks. New Verizon towers on campus will generate $50,000 revenue for the university. Sidewalk will be built to HHS over the summer. The university will have an internal quality audit over the summer. The search for the next provost has been launched and the committee hopes to have a new provost in place by January. The Provost’s office will continue to work on the program prioritization. The Alumni Board has new more recent graduates elected to the Board.

* 1. Campus Master Planning (Shawna Young)

The university will have draft of master plan in September.

* 1. Salary Taskforce (Alison Joseph)

A report from the taskforce has been sent to the chancellor. It is unclear what the next steps are from the chancellor’s office. The group is assuming the report will be sent out to the campus community soon. The work of the Taskforce is finished.

1. New Business
   1. Results of Planning Retreat 6/10/2013

The document from the retreat is available on Sharepoint for review. We probably want to discuss how to support employee assistance program. Once the full results of the survey are available we will better know where to place future efforts.

1. Old Business
   1. Staff Senate Subcommittees – Possible Reorganization – This will be discussed in the July meeting with the new Senate.
   2. Employee Emergency Assistance Fund

Other discussion:

David Rathbone: Currently looking for an office for the Staff Senate in either HFR or the UC/Old Student Union

Meg White: We may want to consider having a taskforce on fundraising and have them bring their recommendation to the Senate

Robin Hitch: Let’s plan for our next meeting to be July 11, 2013 at 8:30 with the Executive Committee meeting to be held July 3, 2013.

Andy: We also need to update the website with new officers and Senate members.

Next Staff Senate Meeting:

July 11, 2013 8:30

UC Cardinal Room