STAFF COUNCIL  
APPALACHIAN STATE UNIVERSITY  
Minutes of the Meeting Held October 14, 2008  
(Approved November 11, 2008)

PRESENT: Katherine Alford, Elaine Berry, Wes Berry, Erin Carpenter, Judy Cerughino, Sarah Chapman, Bob Charlebois, Lou Ann Church, Kathy Deas, Monique Eckerd, Peggy Eller, Jane Fitchlee, David Freeman, Sali Gill-Johnson, Susan Hisle, BR Hoffman, David Jamison, Tami Johnson, Kim Jones, Sandi Jones, Loretta Link, Mark Lunsford, Kathy Mann, Jennifer Maxwell, Jackie McInturff, Seth Norris, Carol O'Saben, Dee Pelliccio, Chris Popoola, Kathy Ray, Monica Rose, Amy Sanders, Barbara Scarborough, Cathy Scott, Stacy Sears, Janet Seatz, Jamie Seay, David Shervington, Janice Smith, Krystal Stewart, Jamie Tedder, Marlena VanVliet, Janice Voss, Lisa Watson, Laura Young, Vickie Young, Cathy Ziegler

EXCUSED: Laurel Elam, Alice Gryder, Edward Hyle, Candice Jones, Anni LeaShomb, Diane Lowenberg, Denise Marsh, Shelley Wainscott Wallin, Charles Wallin, Jenny Ware, Angel Wood

ABSENT: Chris Bledsoe, Brenda Chambers, Kay Clark, Pam Cline, Thomas Dedge, Debbie Gragg, Tony Grant, Kathy Howell, Kristin Hyle, Sharon Kincaid, Clinton Marsh, Carolene McGlamery, Lynn Patterson, Rob Robertson, Jeff Tickle, Lori Tyler, Robin Waters, Ezell Williams, Todd Williams, Fran Wilson

GUESTS: Betty Craft, Lori Carson, Molly Kadyk-Branch, Angie Miller, Pam Walker

1. Stacy called the meeting to order and welcomed all guests.

2. Presentation by Chancellor Peacock
   Chancellor Peacock discussed the many challenges facing the University concerning the upcoming budget. He reviewed many options that could occur, but no definite data could be shared until after the October Board of Governors meeting scheduled for October 17-18.

   Dr. Peacock reviewed the staff survey at length and recognized Staff Council for its good communication efforts that were made evident through the survey results. He asked for the Council’s help in addressing issues specific to top management (Chancellor/Vice Chancellors).

   Complete survey results can be viewed on the Staff Council’s web site http://staffcouncil.appstate.edu/files/filecabinet/folder33/Complete_Survey_Data.pdf.

   Chancellor Peacock asked the Council to be involved with the work concerning the Campus Master Plan that the Lawrence Group is conducting on campus as well as with the Town of Boone. He mentioned that we are not targeted to grow a lot on campus. Instead we’re looking more at off-campus growth, not through a “branch” campus, but through partnerships we currently have with off-campus facilities.

   A question was asked regarding the potential for a hiring freeze in light of the tough economic times. Dr. Peacock responded that while this is a possibility, administration
was not looking at a freeze at this time. He also stated that impending budget cuts would be an Appalachian State decision.

3. It was moved (Jamie Tedder) and seconded (Lisa Watson) that the minutes of the September 9 meeting be approved. Motion carried.

4. It was moved (Barbara Scarborough) and seconded (Loretta Link) that the October’s Treasurer’s Report be approved. Motion carried.

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*109130: Budgets distributed to Administration 10/10/08; less $1311.32 encumbrances (update printings/supplies)

**Note: $2455.22 was beginning balance 7/1/08; deposits to date of $4676.01

5. Old Business
   A. Give a Child a Coat – Janice Voss reviewed the program and asked for volunteers to serve as collection points for coats. Many people volunteered. Janice will be sending a flier to Staff Council members to post in their areas to announce the drive.
   B. Communications Committee – Amy Sanders announced the Communications Committee hoped to distribute the October/November Staff Update by the end of the week. She reviewed the upcoming December/January deadlines. All articles are due to Katherine Alford by November 10.
   C. Chancellor’s Advisory Meeting – Amy reminded members to get any questions they may have for the Chancellor to Charlie by next week. The committee will meet with the Chancellor on November 6. Council members were also encouraged to give any feedback regarding the Chancellor’s concerns from the staff survey to Charlie as well.
D. Children’s Shopping Day – Cathy Ziegler passed around volunteer sign-up sheets as volunteers are still needed.
E. Quality of Life Survey – Cathy Ziegler announced the committee is in transition from the just finished survey to then next one when that is decided.

6. New Business
A. Membership Committee – Stacy Sears passed around a sign-up sheet for three different University-wide committees that still need Staff Council representation. Kim Jones gave a report from the Committee. They are searching for additional members and encouraged all members to make certain each has an alternate that’s willing to attend in the absence of members. New members were asked to visit the web site to review the committees and determine one on which they would like to serve. The FAQs on the web site were also mentioned as a helpful resource. Kim also passed around a sheet requesting positive feedback on being a part of Staff Council to be used for recruiting new members.
B. Board of Trustees Update – Stacy mentioned five main topics from the Board of Trustees meeting:
   1) Possible budget reversion of 3-5 percent.
   2) On-campus housing and where we can go for additional housing.
   3) The Trustees are discussing the possibility of conducting background checks on employees. Currently ASU conducts checks on employees providing child care, infirmary employees, and the police department.
   4) Capital Campaign
   5) Master Plan

7. Staff Assembly – Stacy reported the budget was a big topic of the meeting. President Bowles reviewed his three main points for the year: (1) UNC Tomorrow changing how we operate and being demand driven and universities are currently working on Phase 2; (2) He will be spending more time on campuses and centralizing problems; and (3) According to UNC Tomorrow, the system will have potentially 80,000 additional students and how will the University System be able to accommodate those additional students.

   Stacy distributed the outcome of the tuition waiver survey. These results will also be posted online.

   Marlena VanVliet will be the Chair of the Budget Committee
   Chris Popoola will be Secretary for the Legislative Committee
   Stacy Sears was elected as Delegate At Large

8. Human Resources Update – Angie Miller discussed the Work Life Balance committee and its mission. Copies of the draft plan were left, and she asked Staff Council members to e-mail any comments regarding the working document to Patrick.

   Human Resources has been in constant contact with General Administration to get a handle on the financial situation. The core retirement accounts are funded and they are safe. AIG recently announced its plans to sell its retirement division. HR will keep the campus informed as it learns more.
Open enrollment ends for NC Flex on November 3, with rate decreases in several plans. The State Medical Plan is not in good shape. Currently, the plan is incurring a $1 million short fall. There are several projections of how the State will try to cover the shortfall, but definite plans will not happen until the next legislative session.

9. Council Concerns – Officers have established work groups to address the issues of concern listed last month – food services discounts and Banner Payroll. In addition, the Smoking Task Force will be meeting on October 22.

10. Announcements
   Membership was reminded of the following events
   • October 28: Trick or Treat through the East Side Residence Hall
   • October 30: Staff Appreciation Breakfast
   • November 15: Faculty and Staff Appreciation Football Game
   • November 21: Children’s Shopping Day
   • November 24: Chancellor’s Cabinet Open Forum, 3:30-5pm

11. The meeting was adjourned.