Appalachian State University Staff Senate Minutes

Tuesday, January 13, 2015

Table Rock Room – Plemmons Student Union

Announcements:

- April Meeting Date Changed...new date is April 21st (due to Diversity Celebration - Location TBA – Officer Elections – No Speaker
- SAVE THE DATE: Installation Ceremony of Dr. Sheri N. Everts on Friday, April 17th at 10 a.m. at the Holmes Convocation Center.

Attendance:

Present: Bachmeier, Mark; Berry, Elaine; Broere, Courtney; Childers, Erin; Church, Lynn; Dale, Patty; Dehus, Sydney; Eckerd, Monique; Eldreth, Chelsie; Grant, Tony; Greene, Carole; Jones, Kim; Mann, Kathy; Mitchell, Andrea; Paige, Russell; Plummer, Grace; Sanders, Amy; Scarborough, Barbara; Scott, Cathy; Smith, Janice; Snook, Kevin; Tibbett, Debi; Trivette, Cindy; Tye, Torrey; Wilson, Emily; Ziegler, Cathy

Excused: Gryder, Alice; Hicks, Sandy; Love, Amy; Ray, Kathy; Tedder, Jamie

Absent: Anderson, Carol; Barbee, Diana; Booker, Jeremy; Burleson, Sheila; Carter, Kim; Carter, Leslie; Chambers, Robin; Craft, Betsy; Dale, Patty; Deas, Kathy; Eller, Peggy; Gill-Johnson, Sali; Gragg, Debbie; Harmon, Kara; Harrison, Kathy; Hoffman, Kate; Huffman, Julie; Hyle, Eddie; Hyle, Kristin; Jamison, David; Lunsford, Mark; Lyons, Danna; Marshburn, Jason; McCaffrey, Kerri; Patterson, Kevin; Perry, Amanda; Phillips, Travis; Ragan, Greg; Richards, Brooke; Roach, Roy; Sbarbaro, Katherine; Seatz, Janet; Wallin, Charlie; Waters, Robin; Young, Vickie

Visitors: Jessica Yandow from Honors College

Meeting was called to order by Amy Sanders at 1:30 p.m.

The minutes from the December 9, 2014 Staff Senate meeting with noted changes were approved by consensus.

Treasurer’s report for December/January was approved by consensus

Chair Update:

- Thank you to the Senators that worked the Concessions. $145 was made for the AppKIDS in December, and the January 5th Concessions monies will go to the Staff Senate Scholarship Fund. There
is another opportunity to work on Saturday, January 18th. Please contact Amy to volunteer, it is fun...not hard work and good fund raising monies.

- Thank you to all who donated/colllected coats and warm clothing items, plus blankets for the animal shelter in December...we had thirty (30) plus bags of coats and warm clothing items...and we were able to give the animal shelter 126 blankets (71 were new).

- An alert was sent out for committee members. We need staff (do not need to be a Senator) to serve on the Quality of Life Committee. Carole Greene is the Chair and will be developing a survey. We also need staff for the Policy Committee, Kevin Snook is Chair. and will be reviewing and developing policies for staff with Human Resources.

- Have a Heart campaign will be taking place in February. We will be collecting non-perishable food items to be donated 50% to Watauga Co. Hunger-Health Coalition and 50% to ASU Student Pantry/closet.

**HR Update:**

Mark Bachmeier, Director of Human Resources, announced that feedback will be forthcoming and a report will be completed once there is an assessment after one payroll run. Looks like staff took advantage of Lynda.com, telecommuting. Please email feedback to Mark at bachmeiermd@appstate.edu. The policy and communications plan did not get developed until after Chancellor Peacock’s announcement in late April. Options will be placed on the table for next year with a more than adequate plan.

Emily talked about the Professional Development Survey (open until Thursday – link on the HR site). There has been over 500 responses with a list of six (6) identified areas for supervisors. Responses will be prioritized and a catalogue of classes developed. It is a work in progress to make sure that we utilize the resources that we have on campus. The initial catalogue offering may be available in mid-February.

Mark continued with the announcement of the change in the State adopted Adverse Weather/Emergency Closing. OSHR (the Office of State Human Resources) passed a new policy on December 11th and it was signed by the Governor and became effective on January 1st. Our HR department is in the process of reviewing the policies (rules of operation) to define the adverse weather with regards to winter weather travel and emergency as a catastrophic event. He further explained under the new policy that comp time or vacation time will need to be taken for adverse weather absence. A request can be submitted to your supervisor to make up the time, and it will need to be approved and occur within 90 days. Mark will have more guidance forthcoming and the policy will be posted on the HR website. In the event adverse weather results in class delays, cancellations or university closure, this information, as well as information about the resumption of classes, is communicated via email through ASUINFO, Twitter at @appstateclosing, the university homepage and recorded messages at 828-262-SNOW. Other communication channels include, but are not limited to, WASU and Booneweather.com.
Guest Speaker:

Amy introduced Dr. Susan McCracken, Director of External Affairs & Community Relations.

Dr. McCracken reviewed the Government relations between ASU and the Legislatures, the timeline of the budget, the priorities and what to expect this coming year.

Some of the priorities are reflected in the Legislative Priorities of SEANC; Fully fund employees salary compensation prior to considering other appropriations; and Seek restoration of the employer’s contribution to the Retirement System matching the employees’ contribution.

The Legislatures will be sworn into office on January 21st. The House will start with the budget this year. There will be lots of committee meetings in February/March. In April the budget will go through the Revenue committee and appropriation then to the Senate...In June there will be a conference report and then it goes to the Governor. You can follow the budget process on WRAL.

The UNC Budget will have a 2.5 Billion base budget. There is flexibility for reduction. This will be a 2 year budget with a building reserve for Anne Belk, identifying tech transfers, retention and enrollment increases addressing capital funding/planning. Since 2009 Sanford Hall has been #1 priority project, then 70 million for health sciences and maybe 20 million for allocation.

Funding is being proposed by bonds for transportation or tax revenue with a tax reform of the sales tax.

Medicaid continues to be a short fall.

Teachers’ salaries will be the front line of talk.

ASU has the largest alumni representation in the Legislature with eleven (11) this year, and Nelson Dollar is in a very powerful position.

Legislature Day for ASU is January 23rd, with the Legislatures visiting our campus. ASU continues to be an exceptional value but faces the challenges with limited funds.

Committee Reports:

- **AppKIDS:** Cindy Trivette announced that Tammy Gelderman (College of Education) has agreed to co-chair the AppKIDS committee. The 2015 date for the event will be Friday, November 20 with a snow date of December 4th. There were many shopping volunteers that spent their own monies. With the receipts that were turned in it was determined that 47 spent $473, but there were many that didn’t turn in all their receipts. It is heartwarming that the community supports such a wonderful program. The AppKIDS meetings are held on the 1st Thursday of each month at 10:30 a.m. and last an hour.

- **Communication Committee:** There were 1145 newsletters delivered at a cost of .14/each. The deadline for newsletters one (1) month prior for events/staff updates. Updates need to be emailed to Sydney Dehus dehusst@appstate.edu or Katherine Sbarbaro sbarbaroka@appstate.edu. The web site will be reformatted and be available next month.

- **Chancellor Advisory Committee:** Thanks to the Senators that submitted questions. The committee met with Chancellor Everts on November 18th. The questions and answers along with the questions
that were forwarded to other departments for answers will be posted on line with the January unapproved minutes.

• **Membership Committee:** The membership list is updated and the new application is posted on the Staff Senate website. Send names and information to Kathy Mann mnnks@appstate.edu.

• **Scholarship Committee:** Chelsie Eldreth announced that the Dining Cards are selling, make sure you get yours. Great savings for dining out in Boone and West Jefferson. Cost is $35 and funds go to the Staff Senate Scholarships. Reminder, applications for scholarships are due in April!

**Old Business:**  
Winter coat, apparel & pet blanket drive results (as stated above in Chair report)

**New Business:**  
Staff Senate Quality of Life Survey & Policy/Procedure Committee (as stated above in Chair report)

**Kudos:** Kudos given to the HR Department especially Daniel Bryan and Angie Miller for arranging the donation of the blankets to the student of Watauga County that participated in the AppKIDS program. The blankets were graciously received by the children.

**Adjournment:** Meeting was adjourned at 3:00 p.m.

**Upcoming Meetings:**  
All meetings are held 2\textsuperscript{nd} Tuesday of each month at 1:30 p.m.  
*NOTE: Date change for April meeting due to Diversity Celebration

February 10\textsuperscript{th} – Linville Falls Rm. – PSU  
March 10\textsuperscript{th} - Call for officer nominations – location to be determined  
*April 21\textsuperscript{st} - Election of officers – Price Lake Room - PSU  
May 12\textsuperscript{th} - Location to be determined – Speaker Anna Gaugert, App Summer

• Reminder: It is the responsibility of the staff senators to take the information from the meetings/minutes and inform your department staff members.