Staff Council Meeting Minutes  
May 10, 2011  
Belk Library, Room 114  
1:30 pm – 3:00 pm  

PRESENT: Katherine Alford, Elaine Berry, Wes Berry, Diana Barbee, Chris Bledsoe, Sheila Burleson, Erin Carpenter, Robert Charlebois, Lynn Church, Karen Clark, Betsy Craft, Kathy Deas, Monique Eckerd, Peggy Eller, Gloria Eggers, Micah Fairchild, David Freeman, Sandy Hoyle, Kristin Hyle, Betty Johnson, Kim Jones, Diane Lowenberg, Kathy Mann, Denise Marsh, Jackie McInturff, Andrea Mitchell, Seth Norris, Lottie Oliver, Amanda Perry, Sherry Perry, Kathy Ray, Charyn Richards, Amy Sanders, Katherine Sbarbaro, Barbara Scarborough, Deborah Tibbett, David Travis, Marlena Van Vliet, Angel Wood, and Cathy Ziegler.

ABSENT: Carol Anderson, Erin Carpenter, Carol Carpenter-Stoudt, Donna Davis, Laurel Elam, Peggy Eller, Jane Fitchlee, Sali Gill-Johnson, Debbie Gagg, Paul Grant, Tony Grant, Alice Gryder, Kara Harmon, Kathy Harrison, Sandy Hicks, Julie Huffman, Edward Hyle, David Jamison, Tami Johnson, Sheryl Kane, Loretta Link, Mark Lunsford, Andrea Marsh, Clinton Marsh, Jennifer Maxwell, Marty McCormick, Jenny Primm, Greg Ragan, Tanya Randall, Shannon Saunders, Cathy Scott, Janet Seatz, Jamie Seay, Janice Smith, Kevin Snook, Jamie Tedder, Jeff Tickle, Robin Waters, Jeni Wyatt, and Vickie Young.

Guests: Patrick McCoy, Susan McCracken

1. Welcome – The meeting was called to order by Bob Charlebois who introduced new officers and passed the gavel to Cathy Ziegler, 2011-2012 President. Other officers are:
   Vice President – Katherine Sbarboro
   Secretary – Kathy Ray
   Treasurer – Kathy Mann

2. Meeting Minutes from April 12, 2011 meeting. Amy Sanders moved that the minutes of the April 12 meeting be approved. Betsy Craft seconded the motion. Motion carried.

3. Treasurer’s Report – Kathy Mann. School supplies were recently purchased for the AppKIDS program, and a laptop purchased for use of Staff Council.

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<td>Endowed Scholarship Fund - Total Assets</td>
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4. Speaker – Dr. Susan McCracken, Director of External Affairs and Community Relations

Keynotes:
- Asked attendees to introduce themselves
- Encouraged staff to become involved on their own time with legislative matters pertaining to the university.
- Shared a link found on the Chancellor’s website: [http://www.chancellor.appstate.edu/budget](http://www.chancellor.appstate.edu/budget)
- Shared the General Assembly website - [http://www.ncga.state.nc.us/](http://www.ncga.state.nc.us/) and how to track bills. Can listen to debate on house and senate chambers. S for senate bill H for house bill.
- N.C. State Budget Process reviewed
- How the current unapproved UNC budget looks in the legislature today:
  - UNC Budget would go from $3 billion to $2.4 billion
  - Would receive full funding for enrollment growth and receive some monies for building reserves
  - There would be few line item cuts compared to where we were and some restrictive provisions would be removed
  - There would be a “Flex Management Cut” of $491 million or 17.7%; would reduce out-of-state graduate tuition remission by 20%; would eliminate Academic Common Market, would eliminate in-state tuition for academic scholarships; would reduce financial aid by $43 million; and would eliminate funding for the ASU Energy Center
  - Would provide $100 million for UNC system for R&R; Hickory Metro Center funding would be moved to ASU; would provide $75 million for a Severance Expenditure Reserve; and there would be no provision prohibiting additional tuition increases.
- Provided handout (see attached)
- Stimulus monies are now gone
- Critical issue – funding for our jobs, which this proposed budget does not provide
- The flexibility management piece does provide discretion to determine how to make reductions with guidance from the Board of Governors and the House. They wish to reduce funding for centers and institutes, initiate faculty workload adjustments, and eliminate low-enrollment programs; however, there are certain places they dictate that we cannot reduce such as the Hickory Metro Center, aid to private colleges, need-based financial aid, joint Graduate School of Nanoscience and Nanoengineering at North Carolina Agricultural and Technical State University and the University of North Carolina at Greensboro, and the North Carolina Research Campus.
- Expect that the first week in June, the Senate budget will be approved.

At this time, Staff council representatives were given an opportunity to ask questions. Topics discussed included:

- Health Insurance Bill – Senate and House working to provide document Governor will not veto.
- Bill 575 – Efficiencies Bill discussed. Several positives were discussed as well as the negative aspect being that the system is vague as to how all employees would be consolidated under one new system, and how those changes would affect property and employment rights. Noted was that Bill 575 has been tabled – not pulled.
- Dr. McCracken was asked to mention the SEANC publication, The Reporter to Senator Dan Soucek.

5. New President’s Update – Cathy Ziegler

- Shared Staff Council’s webpage. Mentioned link to last Staff Assembly meeting – where streaming of the last meeting can be accessed. Noted the links under Staff Resources and Links – NC State Links
- Kudos to Karen Clark for updating the website and adding information on NC Senate Bill 575.

Cathy Ziegler shared potential goals and focuses of the 2011-2012 Staff Council Officers.
• Initiate staff and community outreach. Encourage staff to become more involved in community outreach. There is a lot of Community Service Leave (CSL) left over every year that is not used. We want to raise awareness of ways in which we can help serve our county and surrounding counties.
• Based upon the last three Staff Surveys, an area in which we can improve upon is university-wide communication.
• Another area targeted due to the Staff Surveys is recognition of the need for management and front-line staff training. HRS has picked up as a result of our survey several years ago, the need for supervisor training. They are providing online training now. As Staff Council Officers we want to encourage implementation of face-to-face training.
• Officers wish to build staff council membership and strengthen the committees.
• Developing leadership within Staff Council, starting with committee chairs. Cathy will initially meet with chairs about once a month, then every other month or so.

6. New Business:

• Scholarship Committee – Elaine Berry. The fundraising committee has $6850 to award in scholarships. The committee received 23 qualified applicants. The committee recommends that two recipients receive $1,000, one recipient $850, two recipients $750 and five recipients $500 each. It was moved (Bob Charlebois) and seconded (Karen Clark) to offer the ten scholarships in the appropriate tiers as requested. Motion carried.
• Safety & Security Council Updates – Seth Norris. The Safety and Security Council is a university level committee that offers a position for a Staff Council representative, currently Cathy Ziegler. This is an executive body to identify policy, funding, and initiatives. Seth shared some of the various initiatives that have come out of this council – such as the texting alert. Several groups across campus are currently involved in the ASU Emergency Training Exercise scheduled for May 11, 2011. Subcommittees include the Risk Management Committee, the Threat Assessment Team, and the Early Intervention Team.
• Committee Sign-Up – Cathy Ziegler. In the June meeting, Staff Council will have their annual committee sign-up. Cathy will contact each committee chair to prepare their committee for a presentation.
• Staff Assembly Update – Jackie McInturff. Each UNC campus has three delegates and an alternate that serves on Staff Assembly. It is typical to have one delegate be the President and the other two be Past-President and President-Elect but we have chosen to have our third person be a delegate at large. Delegates meet four times a year – two in-person and two via videoconference.
• Senate Bill 575 – Jackie McInturff. Jackie has been active on staff assembly for four years. Two forums were conducted on our campus last week that addressed Senate Bill 575 – and Jackie is preparing the information that was received. Close to 150 staff that showed up for the forums. At Patrick McCoy’s suggestion, forums will also be set up for food service and physical plant employees as they did not have an opportunity to join in one of the previous forums. Jackie mentioned some of the positives of Bill 575, with the concern that most staff have being 18.1.

7. Human Resources Update – Patrick McCoy. A current focus of HR is Open Enrollment to the State Health Plan. Unless you sign up for the 80/20 policy, you will automatically be enrolled on the 70/30 policy. Mr. McCoy asked that representatives share this important update with staff in their areas. Another issue that HR is following closely is Senate Bill 575. Bob Charlebois asked if the bill currently proposed passes, if that will lead to another enrollment period. Patrick said that this is a possibility and has occurred in the past. HR will continue to send out reminders of Open Enrollment to the staff via email. Patrick will ask that enrollment dates for the state health plan be put on the HRS website. Cathy Ziegler praised Angie Miller for getting information regarding open enrollment to staff so quickly.

8. Council Concerns – Senate Bill 575 section 18.1. One of the representatives shared that our Staff Council represents SPA and EPA non-teaching. She has heard inquiries as to what will happen to staff council if Senate Bill 575, section 18.1 passes as is currently written. She stressed we need to get more EPA members actively involved with staff council. There appears to be a misconception with some EPA administrative staff that they do not realize that they can Staff Council. Another representative stated that if the bill passed as is, there would no longer be the classification of EPA or SPA employees; there would be a new title that included both EPA and SPA. Another concern raised was that unless SEANC changed their by-laws then we would no longer have their representation once the bill was passed.
Staff Council Membership and Process – A new representative asked how the membership worked and Cathy explained that it is on a tiered system based on the number of staff in that department or area. Information can be accessed on the Staff Council website which is located at: http://staffcouncil.appstate.edu/

9. Calendar items:

- 5/11 100 Year Flood Exercise
- 5/18 Extended Executive Committee of Staff Assembly to meet via video conference
- 5/30 Memorial Day, campus is closed

A motion was made to adjourn (Angel Wood), and seconded (Chris Bledsoe). The meeting adjourned at 3:14 p.m.

Respectfully submitted,

Kathy L. Ray
Staff Council Secretary

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Upcoming Meetings (all beginning at 1:30 p.m.):

- June 14: Linville Falls Room, Plemmons Student Union
- July 12: Linville Falls Room, Plemmons Student Union