Appalachian State University Staff Senate Minutes

Tuesday, March 10, 2015

Linville Falls Room – Plemmons Student Union

Announcements:
Location for May meeting will be in Room #114 at the Library.

Attendance:

Present: Anderson, Carol; Bachmeier, Mark; Burleson, Sheila; Chambers, Robin; Childers, Erin; Dale, Patty; Dehus, Sydney; Eckerd, Monique; Eldreth, Chelsie; Grant, Tony; Greene, Carole; Johnson, Tami; Jones, Kim; Mann, Kathy; Mitchell, Andrea; Paige, Russell; Plummer, Grace; Sanders, Amy; Smith, Janice; Trivette, Cindy; Watts, Beth; Wilson, Emily; Young, Vickie; Ziegler, Cathy

Excused: Berry, Elaine; Church, Lynn; Scarborough, Barbara; Snook, Kevin; Tedder, Jamie; Tibbett, Debi

Absent: Barbee, Diana; Booker, Jeremy; Broere, Courtney; Burleson, Sheila; Carter, Kim; Carter, Leslie; Carter, Tiffany; Deas, Kathy; Kathy; Eller, Peggy; Gill-Johnson, Sali; Gragg, Debbie; Gryder, Alice; Harmon, Kara; Harrison, Kathy; Hicks, Sandy; Hoffman, Kate; Huffman, Julie; Hyle, Eddie; Hyle, Kristin; Jamison, David; Love, Amy Lunsford, Mark; Lyons, Danna; Marshburn, Jason; McCaffrey, Kerri; Patterson, Kevin; Perry, Amanda; Phillips, Travis; Ragan, Greg; Ray, Kathy; Richards, Brooke; Roach, Roy; Sbarbaro, Katherine; Scott, Cathy; Seatz, Janet; Tye, Torrey; Wallin, Charlie; Waters, Robin;

Visitors: None Introduction of new delegates: Beth Watts (Officer of Transfer Services); Tammy Johnson (Alternate for Bookstore); David Wiley (College of Ed)

Meeting was called to order by Amy Sanders at 1:32 p.m.
The minutes from the February 10, 2015 Staff Senate meeting with noted changes were approved by consensus.

Treasurer’s report for February was presented and approved by consensus. $3145.00 was submitted from Meal Card Sales for Scholarships.

**Chair Update:**

- The Provost search is going on for more information visit provostsearch.appstate.edu. The candidates will be visiting campus on March 16, 19 and 23 with an open forum. Janice Voss is our “staff” representative on the search committee. Staff Senate will be meeting with the candidates, this is a very important position for the university, let Amy know if you would like to be on the committee that will meeting with the candidates.

- April 14th is the Diversity Celebration. Staff can volunteer by going to the Staff Senate website and signing up. The Staff Senate meeting will be held on April 21st at 1:30 p.m. due to the Celebration.

- The newly formed Events Committee needs members. If you would like to volunteer to help with the committee, please contact Barbara Scarborough scarboroughb@appstate.edu or Amy Sanders sandersaa@appstate.edu

**HR Update:**

Mark Bachmeier, Director of Human Resources, reported on his update to the Adverse Weather Policy vs Emergency Closing Policy. The new policy was created to clarify, and the goal was to get consistency. The problem is that the policy states NO closing for snow and ice. The policy was adopted by OSHR and placed before the Governor for signature...becoming effective on January 1st, before the state offices/departments had a chance to review the policy and question any flexibility. The National weather policy doesn’t allow for flexibility. The staff were classified as mandatory and non-mandatory in case of emergency operations. At the present ASU is operating and is compliant with the policy as it is written until new policy can be written and approved. UNC campuses were doing what they wanted and decisions were being made to keep people safe. There needs to flexibility for reasonable decisions to be made to keep people safe using common sense. Hopefully there will be conversations at the state level to allow chancellors to make their own decisions, defining critical functions and mandatory personnel.

Emily reported that there are several workshops available...go to the HR website or workshops.appstate.edu to check them out and sign up. This is a great Professional Development additive for staff.
Committee Reports:

- **Membership Committee:** Kathy Mann reminded everyone that elections will take place at our next meeting (April 21st) Patty Dale will be collecting the nominations daleph@appstate.edu – please have them sent to Patty by the week before, names and bios need to be distributed for members to make an informed selection. Before you submit a nomination, please check with the person if they agree to be nominated for the position. There is no Chair Elect this year...Carole Greene made a motion and Sheila Burleson seconded it, that we elect Amy Sanders to be Chairperson and Kevin Snook, Past-Chairperson for 2015-16. The motion carried. The offices we have open for 2015-16 nominations are Chairperson Elect; Secretary; Delegate & Alternate for Staff Assembly. Carole Greene has agreed to continue as Vice Chairperson, and Sydney Dehus has agreed to continue as Treasurer.

- **AppKIDS:** Tammy Gelderman reported that the committee was checking with restaurant to have their night out events to raise monies for AppKIDS.

- **Communication Committee:** The committee is continuing to work with the Membership committee to update the Staff Senate brochure that is handed out at employee orientation. Sydney again encouraged senators and other staff to go on the Staff Senate Facebook page and like it...so we can post events as another means of communication.

- **Chancellor Advisory Committee:** Chancellor Advisory Committee will be meeting with the Chancellor on April 30th from 9-10 a.m. Please email your questions to Amy (sandersaa@appstate.edu) or Janice (smithja@appstate.edu) no later than April 10th.

- **Scholarship Committee:** Chelsey reported that there are approximately 30 more meal cards to be sold. Encourage your co-workers to purchase one. Applications for scholarships are on-line and are due March 15th! Sign up for payroll deduction for donating.

- **Quality of Life Committee:** Still going on...will close on March 23rd. Encourage staff (co-workers to take the time to answer the survey. Their input is important! To date there is a 28% response rate...the goal was 75%. Remember the grand prize will be a parking pass for a year ($204 value). The committee will be sending out another reminder next week with the link.

- **Policy Committee:** There is a bylaw change #5, changing the Freshman Move In Committee to the Events Committee. Voting will take place at the April 21st meeting. Other bylaw and policy changes will be sent out to the membership and voted on in May
regarding the 0 balance on the financial accounts that need to be closed, Endowed Scholarships need to list both numbers, and the Appalachian Scholarships (foundation) to be presented for the balance to be brought forward.

• **UNC Staff Assembly:** The Chancellor’s Cup will be taking place on April 7th in Greenville, NC. The purpose of the golf tournament is to raise funds. The funds are used to provide scholarship(s) to full-time, permanent non-faculty employees who are taking either undergraduate or graduate level courses at an accredited institution of higher education or enrolled in approved – short courses, licensure, certificate or continuing education programs that support staff development. If you would like to donate you can submit a payment to: UNC General Administration Attn: Staff Assembly Scholarship Fund P.O. Box 2688 Chapel Hill, NC 27515-2688 A receipt will be provided to the donor. There will be a team from ASU – Staff Senate and also a Chancellor’s team.

**Old Business:**

• Have a Heart campaign has been extended through March. The Board of Trustees are also collecting food in February for the students, so Staff Senate wanted to give everyone a chance to donate through March. 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.

• REMINDER – Send in questions for the Chancellor Advisory Committee by April 1st.

**New Business:**

• The Chancellor’s Installation will be on April 17th at 10 a.m. Amy will speak and there will be an open reception on campus later in the day.

**Kudos:** None

**Announcement:**

**Guest Speaker:** None - Remember elections will be held at our meeting on April 21st!

**Adjournment:** Meeting was adjourned at 2:42 p.m.

**Upcoming Meetings:**

All meetings are held 2nd Tuesday of each month at 1:30 p.m. (Committees meet 1 p.m.)

*NOTE: Date change for April meeting due to Diversity Celebration

*April 21st - Election of officers – Price Lake Room – PSU – No Speaker
May 12th - Library #114 – 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.