Tuesday, April 21, 2015

Price Lake Room – Plemmons Student Union

Announcements:

• Staff Appreciation Luncheon – April 28th – Holmes Convocation Center 11 am-2 pm
• SAVE THE DATE...Staff Senate Tailgate – September 5th – Discount tickets – more info will be coming!

Attendance:

Present: Bachmeier, Mark; Booker, Jeremy; Burleson, Sheila; Childers, Erin; Church, Lynn; Dale, Patty; Dehus, Sydney; Grant, Tony; Greene, Carole; Hampton, Heather; Hicks, Sandy; Hyle, Eddie; Jones, Kim; Mann, Kathy; Marshburn, Jason; Paige, Russell; Sanders, Amy; Scott, Cathy; Smith, Janice; Snook, Kevin; Tibbett, Debi; Trivette, Cindy; Ziegler, Cathy

Excused: Anderson, Carol; Eckerd, Monique; Mitchell, Andrea; Scarborough, Barbara; Young, Vickie

Absent: Barbee, Diana; Broere, Courtney; Carter, Kim; Carter, Leslie; Carter, Tiffany; Deas, Kathy; Eldreth, Chelsie; Eller, Peggy; Gill-Johnson, Sali; Gragg, Debbie; Gryder, Alice; Harmon, Kara; Harrison, Kathy; Hoffman, Kate; Huffman, Julie; Hyle, Kristin; Jamison, David; Love, Amy Lunsford, Mark; Lyons, Danna; McCaffrey, Kerri; Patterson, Kevin; Perry, Amanda; Phillips, Travis; Plummer, Grace; Ragan, Greg; Ray, Kathy; Richards, Brooke; Roach, Roy; Sbarbaro, Katherine; Seatz, Janet; Tedder, Jamie; Tye, Torrey; Wallin, Charlie; Waters, Robin; Watts, Beth; Wilson, Emily

Visitors: None

Meeting was called to order by Amy Sanders at 1:31 p.m.

The minutes from the March 10, 2015 Staff Senate meeting were approved by consensus.

Treasurer’s report for March was presented and approved by consensus, noting that there have been donations made by payroll deduction and one-time donations.

Chair Update:

Thanks to all who attended the Chancellor’s Installation. Staff Senate did not take part in the processional due to the few staff attending.

The HR Statewide meeting held at East Carolina was a good brainstorming and discussion session. It was great to talk to other institutions about common issues.
**HR Update:**

Mark Bachmeier, Director of Human Resources, reported that the HR shared discussions on the workplace demographics and staff recognition was a great start... and he hopes to have more engagement on campus. Mark presented the data collected from the Winter Closing. CSL logged 519 hours for the 3 days - 38 people on 12/30, 24 people on 12/31 & 19 people on 1/2/2015. Lynda.com (professional development program) logged 3,208 videos watched for a grand total of 235 hours of Professional Development (side note: 32 people watched at least 1 video). These 2 opportunities logged a total of 750 hours, these opportunities were presented by Staff Senate to HR, without these recommendations, staff would not have seen these results.

Mark reminded staff about the Staff Appreciation Lunch that will take place on April 28th from 11 am – 2 pm. There will be burgers, hot dogs and bluegrass music for entertainment. The Chancellor will make her address to staff at 12:30 pm.

Mark was pleased with the initial response for staff awards but asked that staff are encouraged to participate in the nomination process.

Thanks to all who have worked with Emily on the professional development project as instructors and in the focus group process. Presently they are reviewing and prioritizing the information, and working with limited funds. By fall HR should have a semester worth of PD offerings for each semester... plus training for supervisors and new supervisor orientation. There has been a strong request of in-person training session and that will be addressed with the offerings.

HR has been working with the Master’s Program, Jackie Burman where the graduates developed presentations on professional development. Workshops were offered for staff to enroll in on line, description emails were sent out. The goal was to be responsive and give staff the opportunity to have personal and professional development.

Questions were asked and answered:

“How many staff had to take unpaid leave over the winter closing?” – Response: This could not be determined due to the departments that close for the university winter break and new hires not having the needed vacation days.

“Is it true that Watauga Hospital is still not in preferred status with the health care system?” Response: Yes and HR will send out a list of those facilities that are on the preferred list. It is good that staff shop for any procedures and make sure that the hospital that they choose will be at their lowest cost.

“Will HR promote for the supervisors to allow staff to attend the work/life programs?” Response: Yes HR will give attention to this matter.

**Call for Officer Elections 2015-16:**

Ballots were passed out and the results of the election was as follows:

Amy Sanders – Chairperson

Carole Greene – Vice Chairperson

Jason Marshburn – Chair-Elect

Sheila Burleson – Secretary

Sydney Dehus – Treasurer

Erin Childers – UNC Staff Assembly Primary Delegate
Committee Reports:

- **AppKIDS**: Cindy Trivette reported that the committee was continuing to develop fundraising for the program. You can help by making a payroll deduction.

- **Communication Committee**: The committee is working with the Membership Committee and purchased BPA free ASU Staff Senate water bottles to give the new hire staff at orientation. A welcome message will be attached to each of the bottles. If Staff Senators would like a water bottle, they can have one for a donation.

- **Chancellor Advisory Committee**: Chancellor Advisory Committee will be meeting with the Chancellor on April 30th from 9-10 a.m. The questions and responses will be posted on the website after the meeting.

- **Scholarship Committee**: The committee made a motion to award $4,370 in Staff/Dependent Scholarships for 2015-16 in the following amounts: From the Endowed Fund: 1 @ $400; 1 @ $300; 1 @ $270; From the Annual Scholarship Fund 1 @ $400; 2 @ $350; 7 @ 300; 1 @ $200. You can help this great fundraising cause by purchasing a High Country Dining Card – LINK [http://staffsenate.appstate.edu/sponsored-events](http://staffsenate.appstate.edu/sponsored-events). You can help with the upcoming year – March 2016 - by making a payroll deduction- more information at the link above.

- **Quality of Life Committee**: Carole Greene presented a power point presentation with the results of the survey. Thanks to the hard work of the committee (Carole Greene, Tony Grant, Eddie Hyle and Kathy Ray) There was a 51.7% response rate, up from the 32% rate in 2012. The survey results will be posted on the Staff Senate website and presented to the Chancellor.

- **Policy Committee**: The changes to bylaws were reviewed and discussed. With a minor change in the wording of and/or the bylaw changes were put to vote and the changes were passed.

- **UNC Staff Assembly**: The Chancellor’s Cup that took place on April 7th in Greenville, NC has finally paid off. The Staff Assembly can now offer scholarships to full time Staff and non-teaching EPA for Professional Development. The deadline to apply for this spring is May 1st, the fall deadline is October 1st. All information will be on the Staff Senate website or you can contact Kevin Snook at snookkkd@appstate.edu. 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.
Old Business:

New Business:
- Kevin addressed the communication from ITS on the google conversion and there will be meetings with the committee to address ways of communicating the conversion across campus.
- Winter break (days the university will be closed) will need to go out to staff in July or August.
- A need to develop a list serve for supervisors to make sure that they are receiving information on their supervisor role and responsibilities.

Kudos: None

Announcement:
- Remember - SAVE THE DATE...Staff Senate Tailgate – September 5th – Discount tickets – more info will be coming! We will need volunteers to work the tent...make your plans NOW!

Adjournment: Meeting was adjourned at 2:50 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

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.