Appalachian State University Staff Senate Minutes

Tuesday, May 12, 2015
Library #114

Announcements:

● SAVE THE DATE...Staff Senate Tailgate – September 5th – Discount tickets – more info will be coming!

Attendance:

Present: Bachmeier, Mark; Childers, Erin; Dehus, Sydney; Eckerd, Monique; Eldreth, Chelsie; Hicks, Sandy; Jones, Kim; Mann, Kathy; Marshburn, Jason; Paige, Russell; Sanders, Amy; Smith, Janice; Snook, Kevin; Tibbett, Debi; Trivette, Cindy; Young, Vickie

Excused: Dale, Patty; Dehus, Sydney; Eckerd, Monique; Grant, Tony; Greene, Carole; Scarborough, Barbara; Ziegler, Cathy

Absent: Antonucci, Dawn; Barbee, Diana; Broere, Courtney; Carter, Kim; Carter, Leslie; Carter, Tiffany; Condon, Lexi; Deas, Kathy; Eldreth, Chelsie; Eller, Peggy; Gill-Johnson, Sali; Gragg, Debbie; Gryder, Alice; Hampton, Heather; Harmon, Kara; Harrison, Kathy; Hoffman, Kate; Huffman, Julie; Hyle, Eddie; 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 April 21, 2015 Staff Senate meeting were amended and approved by consensus.

Treasurer’s report for April was presented and approved by consensus.

**Guest Speaker:** Anna Gaugert, An Appalachian Summer Festival

31st year of the Festival Celebration, it began in 1983 and offers entertainment in the music, visual arts, dance and film areas. The Festival runs from June 27th – July 31st. Tickets can be purchased through payroll deduction and more information will be forthcoming about any staff discounts. See the attached schedule for all updated information and performances: [http://appsummer.org/](http://appsummer.org/)

**Chair Update:** We are need of a Chairperson for the Event Committee, Barbara Scarborough has had to step down.

The Chancellor Advisory Committee met with the Chancellor on April 30th and the questions that were presented along with the responses are posted on the Staff Senate website for your review. In summary the Chancellor was very receptive to the Quality of Life survey and explained that the responses were aligned with her goals.

Since the meeting with the Chancellor, staff have presented a few concerns:

- The fact that the University calendar (holidays) does not align with Watauga School System calendar. The university cannot take the school(s) calendars in consideration because there is more than one school system involved.
- Child Care on campus for weather related closings. There is a snow program at Hardin Park for Watauga County. The University cannot take on the responsibility and liability to offer child care.
- SPA salaries – there has not been funding in the budgets for reclassifications of positions or upgrades. The monies have to come from the State. The University does not have monies to use for those purposes.
- E-verify starting in July will be completed by a limited amount of personnel. This is to meet a compliance requirement in case there happens to be an audit of the system. There will be an on-campus location where HR staff will be available to complete the process at peak times. There will be a training module developed and the process will become part of the HR policy and procedures.

**HR Update:**

Mark Bachmeier, Director of Human Resources, thanked the staff for attending the Staff Appreciation luncheon and asked that any feedback/concerns/comments be emailed directly to him at bachmeiermd@appstate.edu
Mark reminded Staff that there are awards: Erskine Bowles and the Governor’s Excellence Award that they can be nominated for. The deadline is May 28th.

There will be effective performance management training for supervisors. The first all day training for supervisors will take place on June 17th and it is a required training. AppState will be developing a management expectations “model”.

Performance Management (EPA Non-teaching Administrative) – the performance module will be upgraded by July 1st to complete the work plans and Professional Development will be in the work plans.

The new SPA work plan module will be in effect April 1st 2016 and the assessment will run from April through March. Work plans this year is a nine (9) month (Feb-March) with a new one starting in April.

Committee Reports:

- **AppKIDS**: Cindy Trivette reported that the committee has some new fundraising ideas in the works and the donations made at the tailgating tent during the first home game on September 5th will go to the program…but you can help by making a payroll deduction donation now.

- **Communication Committee**: The committee is working on additional ways to effectively reach staff. Email does not seem to reach everyone. There will be open forums held electronically, called google hangouts. The HR website is being upgraded.

- **Chancellor Advisory Committee**: Chancellor Advisory Committee received appreciation from the Chancellor for the hard work that the Quality of Life Survey Committee did on the survey. She will be addressing the fact that the poor performing staff are not held accountable.

- **Scholarship Committee**: You can help this great fundraising cause by purchasing a High Country Dining Card – LINK 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. The Scholarships were awarded and the recipients will be publicized soon.

- **Membership Committee**: Sandy Hicks reported that the new staff orientation takes place on the first Wednesday of each month at 9:45. A presentation about Staff Senate is given to the new staff and they are encouraged to become active in the “voice” of
staff. Sandy passed around a sign-up sheet for the presentations and would appreciate it if staff members would take time to make the presentations.

Old Business:

New Business:

● Walk Don’t Work will be taking place on June 8th. The sign-up sheet is available online at [http://support.appstate.edu/sites/support.appstate.edu/files/2015registration4walkdontwork.pdf](http://support.appstate.edu/sites/support.appstate.edu/files/2015registration4walkdontwork.pdf) and Community Service Leave can be used to participate. If you can’t walk...you can make a donation to the American Cancer Society.

● Remember to take advantage for the Scholarships available for “staff only”, they are fully funded by Staff Assembly. Ask Kevin Snook or Amy Sanders for more information.

Kudos: Given to the Quality of Life Committee for their hard work on the survey/report.

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.)

June 9, 2015 – Location TBD

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