Appalachian State University Staff Council
Tuesday, September 14, 2010
1:30 pm
Linville Falls Room - APPROVED

MEMBERS PRESENT: Carol Anderson, Diana Barbee, Sheila Burleson, Erin Carpenter, Carol Carpenter-Stoudt, Sarah Chapman, Bob Charlebois, Kay Clark, Betsy Craft, Monique Eckerd, David Freeman, Tony Grant, Kara Harmon, Sandy Hicks, Natalie Hill, Kim Jones, Diane Lowenberg, Kathy Mann, Patrick McCoy, Jackie McInturff, Lisa Moore, Seth Norris, Amy Sanders, Katherine Sbarbaro, Barbara Scarborough, Cathy Scott, Jamie Seay, Janice Smith, Kevin Snook, Jamie Tedder, David Travis, Marlena VanVliet, Angel Wood and Cathy Ziegler.

MEMBERS EXCUSED: Chris Bledsoe, Kathy Deas, Jane Fitchlee, Tami Johnson, Sheryl Kane, Denise Marsh, Jenny Primm, Kathy Ray, Jennifer Maxwell, Sali Gil-Johnson, Alice Gryder, Sheryl Kane, Janet Seatz, Elaine Berry,

I. Bob Charlebois, Staff Council President, called the meeting to order at 1:41 pm. The meeting was delayed a few minutes because of the staff council representatives and officer pictures being taken outside the student union.

II. Meeting minutes: Amy Sanders moved to accept the August 10, 2010 meeting minutes with corrections to the attendance list. Jackie McInturff seconded. The motion passed. The minutes were approved as corrected.

III. Treasurer’s Report: There were no questions about the Treasurer’s Report for August 2010.

IV. Guest Speaker: Ged Moody, Sustainability Director
Ged informed the Staff Council about sustainability efforts on campus. There are many things happening on campus and in the community. He stressed the importance of “thinking” about our work spaces and how we can ‘go greener’. His goal is to make ASU a ‘world-class leader’ in sustainability.

V. Guest Speaker: Susan McCracken
Susan spoke to the council representatives about the current state of the budget. She explained the process of establishing a budget and reminded us how complicated the “budget” is. [Note: Copies of the documents she provided at the meeting are included with these minutes.] She also stated that because of the tuition increase this year, the budget reductions will not be felt as severely as they possibly will be next year without the tuition increase. Forecasters are saying the budget cuts might be as much as 15% next year. Susan encouraged frugality. Marlena VanVliet asked about the perceived “mixed signals” staff often get when we are told there is a budget crisis and then towards the end of the academic year, we are told to ‘spend it or lose it’. There was discussion regarding this. Concerns were raised by Carol Anderson that even though she had placed an order in sufficient time, the bill was not paid until after the fiscal year end which caused some ill-will between her department and the vendor and the money came from this year’s fiscal budget which creates a burden on this year’s budget. Susan restated that the budget process is an extremely complicated one and that all of the money doesn’t come in one lump sum deposit. She further
stated that even though it may seem a contradiction, the year end spending is a result of this complex budget process.

VI. Old Business:

1. **By Laws & Constitution**
   Without a quorum present, Bob suggested that the council members review the proposed amendments that were emailed with the agenda. He suggested to send comments/questions or concerns to either Seth Norris or a Constitution Committee member. He also urged the council members present to encourage co-workers and other council representatives to attend next month’s meeting so we can vote on the proposed changes.

2. **Convocation** - Bob Charlebois
   Will be held Thursday, September 16. The staff council will again walk with the faculty to sit on the assembly floor. If there are more present, the better we look. He hopes to have 30-40 present. If you are walking, arrive no later than 9:15 am.

3. **Freshman Move-In**
   Alice Gryder was not able to attend the meeting so the update will be presented at the October meeting.

VII. New Business:

1. **AppKIDS**: Cathy Ziegler
   Kelley Wolcott was co-chair and is in the process of moving to California. Diane Lowenberg has been elected to co-chair with Cathy Ziegler through December. In January, Diane will be the chair of the AppKIDS.

2. **QEP**: Bob Charlebois
   Announcement for the new QEP mentioned faculty and student representation but staff was not mentioned. Tony Carey stated that staff is included and he will be coming to the meeting next month to explain.

3. **Diversity Celebration**: Bob Charlebois
   With the efforts last year, we have had the best participation from staff that has ever been. He is asking for a volunteer to take on this

4. **Guest Speakers**: Bob Charlebois
   The staff council officers discussed forming a “Speakers Committee” to take feedback from the staff council. This committee can address concerns of the staff council and bring in speakers to answer the concerns or to get a consensus of interest.

5. **Human Resource Concerns**: Patrick McCoy
Shared leave using sick time does not yet have an effective date. It is not in place because HR is waiting on the official notification from the OSP. Once his office receives the legislative notification, he will notify the staff, faculty and administration.

There is a training catalog on the HR website. He encouraged staff to take a look at what is available and to take advantage of training opportunities.

6. **Staff Assembly Update** – Jackie McInturff
   Jackie announced that all State Employee Credit Unions in North Carolina are collecting supplies for the troops at all credit unions. She suggested you look at the NCSECU.org website for more information.

VIII. **Kudos** – Postponed until next month because recipients were not present.

IX. **Announcements:**
1. Convocation on Thursday, Sept. 16, 2010 – meet at the Holmes Center between 8:45 – 9:15 if you plan to walk with the Staff Council and sit on the assembly floor.

2. Faculty/Staff Meeting with Chancellor Peacock – Friday, Sept. 17 at 3 pm in the Rosen Concert Hall. Bob will be there to speak and asks for your support.

3. Staff Appreciation Breakfast – October 25 beginning at 7 am.

X. **Adjournment:** Jackie McInturff made the motion to adjourn. Jamie Tedder seconded the motion. The motion was approved. Bob Charlebois adjourned the meeting.

Respectfully submitted,

[Signature]

Carol Carpenter-Stoudt
Staff Council Secretary