Present: Carol Anderson, Teresa Bentley, Elaine Berry, Kim Carter, Kay Clark, Betsy Craft, Patty Dale, Sydney Dehus, Monique Eckerd, Chelsie Eldreth, David Freeman, Courtney Gainey, Sandy Hicks, Kate Hoffman, Amy Love, Kathy Mann, Jackie McInturff, Andrea Mitchell, Russell Paige, Dee Pelliccio, Tess Riedl, Katherine Sbarbaro, Kevin Snook, Tracey Tardiff, Debi Tibbett, Cindy Trivette, Lisa Watson, Cathy Ziegler

Excused: Lynn Church, Kathy Deas, Tony Grant, Alice Gryder, Diane Lowenburg, Kathy Ray, Amy Sanders, Barbara Scarborough, Janice Smith, Jamie Tedder


1. Meeting was called to order by Katherine Sbarbaro at 1:30 pm and a welcome was extended.
2. Approval of minutes- The January 8, 2013 Staff Senate Minutes were approved by general consensus.
3. Treasurer’s Report – Monique Eckerd shared these balances:

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Operating Fund</td>
<td>109130</td>
<td>4,004.54</td>
</tr>
<tr>
<td>Special Funds Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AppKIDS Fund</td>
<td>990152</td>
<td>3,787.04</td>
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<tr>
<td>Associated Scholarship Fund</td>
<td>990155</td>
<td>3,474.13</td>
</tr>
<tr>
<td>Receipt Supported Fund</td>
<td>990158</td>
<td>1,371.77</td>
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<tr>
<td>Foundation Accounts</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Staff Centennial Park Project Fund</td>
<td>992561</td>
<td>676.64</td>
</tr>
<tr>
<td>Foundation AppKIDS fund</td>
<td>992568</td>
<td>444.00</td>
</tr>
<tr>
<td>ASU Staff Endowed Scholarship Fund - Contribution</td>
<td>994931</td>
<td>20,037.63</td>
</tr>
<tr>
<td>Endowed Scholarship Fund - Total Assets</td>
<td>994931</td>
<td>23,571.95</td>
</tr>
</tbody>
</table>
4. Speaker – Jim Barnes, Ph.D., Interim University Ombudsman
   Jim described his position as a representative that keeps information confidential, provides guidance, assistance, and mediation. Email Jim at barnesjf@appstate.edu

5. HR Update - Patrick states he does not know what the plan is at this time regarding guiding principles. The Chapel Hill and NC State push is not right for ASU. Senator Stevens retired and someone new will be taking over his role. The focus will be on new appointments, dynamics change, affordability of education, efficiency, unified system, fee increases, community college, personnel flexibility, impact to campus, Patrick says we will have to watch and see what happens.

   A big issue right now is the state health plan change. There is a 515 million dollar hole. The silver lining that Patrick and HR can see is moving the plan to a calendar year. HR has not received anything to carry out policy at this time. Right now everyone has more questions than answers. Emails will be sent out when more information is known.

Spring Event - April 18, 2013 Staff Appreciation Event 11 am at the Convocation Center, Lunch, Free T-shirts, music by the Steeley-Pan Band.

6. Staff Assembly- UNC Staff Assembly Goals for 2013:
   1.) Continue work on Best Practices & Principles document
   2.) Continue the Community Service mission of the Staff Assembly starting with our "Have a Heart" campaign in February
   3.) Work to create an attitude of Shared Governance on our campuses by overcoming any real or imagined barriers that keep us from working with the Faculty and Student representative bodies in dealing with our administrations
   4.) Team/leadership development within Staff Assembly
   5.) Strengthen support for, add value to and retain our excellent staff through encouraging professional development and furthering educational opportunities on each campus in part by increasing the amount of the Staff Assembly scholarship to $30,000

   Disaster Relief resolution regarding leave for victims of disasters for UNC employees was drafted and sent to President Ross for his approval.

   Annual UNC System Have a Heart campaign started in February. ASU will run our campus campaign February 26-March 8. We will be collecting non-perishable food and empty, clean prescription bottles to benefit the Health and Hunger Coalition.

   The Chancellor's Cup Golf Tournament was a success its first year. It netted over $15,000 to fund staff scholarships. The next tournament will be held June 12, 2013, the day before the Board of Governor’s meetings. More details will be forthcoming. Next meeting of Staff Assembly will be April 16 in Chapel Hill.
7. Committee Updates:
   a. Chancellor’s Advisory – April 21st planning meeting, bring concerns to Russell or any officers
   b. Communications- Jackie McInturff reported new profiles posted on website. New officers posted soon, discussing new logo
   c. Policy- Kevin Snook –We have finalized the Adverse Weather and Emergency Closing Policy revisions and have sent it to Patrick in HR. He has reviewed it and will be making the final edits and then submit to the Chancellors Cabinet for approval.

   The committee met with Amy Page, she is on the Policy Subcommittee of the Chancellor’s Interpersonal Violence Task Force. This subcommittee is assessing the revised Sexual Misconduct portion of the Code of Student Conduct. The staff senate policy committee gave our feedback on the revised code.

   HR asked the committee to review the changes to the Holiday Leave Administration policy. We reviewed the policy and gave our feedback to HR for inclusion in the revised policy.

   d. Safety Council- Cathy Ziegler is looking for feedback regarding flooded parking lots and the need to move cars by the emergency planning team. Email your comments to Cathy. Secondly, Cathy explained we can arrange for particular faculty and staff training to learn ways to communicate with students regarding personal safety concerns such as sexual assault and how to handle harassment in the workplace; she asked for a show of hands of either the senator being interested or believe other staff in their area would be interested. A majority raised their hands.

   e. Scholarship- Chelsie Eldreth wants us to spread the word and donate our time to help the committee. Kathy Mann reminds everyone the scholarships are based on financial need and academic performance. The new deadline is March 22, 2013.

8. Chair’s Update- Katherine Sbarbaro announced having an anonymous suggestion complaint box on Staff Senate website. Intended for staff. Message/complaint is sent to current sitting chair. Spread the word. Email will go out with link.
There was no old or new business to report.

9. Kudos - Russell Paige receives award for leading the “Give a Family a Coat” and Humane Society collection of blankets

10. Open Comments - Monique Eckerd made announcement to send funding requests to officers before the end of the fiscal year. Sandy Hicks asked if CPR training could be paid for out of Staff Senate funds.

11. Adjournment - Jackie McInturff motion to adjourn, seconded by Katherine Sbarbaro. Meeting adjourned at 2:45pm.

Respectfully submitted,
Teresa Bentley, Secretary