Appalachian State University Staff Senate Minutes - Unapproved
March 12, 2013
224 IG Greer Hall
1:30pm

Present: Teresa Bentley, Sheila Burleson, Debbie Carriere, Lynn Church, Betsy Craft, Patty Dale, Sydney Dehus, Monique Eckerd, Chelsie Eldreth, David Freeman, Tony Grant, Kate Hoffman, Eddie Hyle, Amy Love, Kathy Mann, Jackie McInturff, Andrea Mitchell, Russell Paige, Dee Pelliccio, Amanda Perry, Roy Roach, Amy Sanders, Katherine Sbarbaro, Jamie Tedder, Debi Tibbett, Jeff Tickle, Cindy Trivette, Lisa Watson, Kelley Wolcott, Angel Wood, Cathy Ziegler

Excused: Leslie Carter, Kathy Deas, Sandy Hicks, Kathy Ray, Janice Smith, Kevin Snook, Tracey Tardiff, Kathy Whittington


1. Meeting was called to order by Katherine Sbarbaro at 1:30 pm and a welcome was extended.
2. Approval of minutes- The February 12, 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>3,543.50</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>
</tr>
<tr>
<td>Associated Scholarship Fund</td>
<td>990155</td>
<td>3,895.94</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>
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<td></td>
</tr>
<tr>
<td>Staff Centennial Park Project Fund</td>
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<td>676.64</td>
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<tr>
<td>Foundation AppKIDS fund</td>
<td>992568</td>
<td>566.00</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>23,360.95</td>
</tr>
</tbody>
</table>
4. HR Update- Patrick McCoy is just waiting to hear from the Governor about the budget

5. Committee Updates:
   a. Chancellor’s Advisory – Russell Paige shared the next Chancellor’s meeting has been changed to April 29.
   b. Communications- Jackie McInturff has nothing new to report
   c. Diversity Celebration- Sheila Burleson reports volunteer forms can be found on the website. Kelley Wolcott provided information that the giving levels have been removed. Donations are coming in (including a $500 donation from Holiday Inn Express). The date of the event is April 9th.
   d. Membership- Kathy Mann announced the committee will now be accepting nominations for new officers. Nominations can be sent to Angel Wood. Elections will take place at the April 9th Staff Senate meeting
   e. Scholarship- Chelsie Eldreth is promoting a Silent Auction for Friday, March 22, 2013 from 10am to 1pm in the ASU Student Union Linville Falls Room 226

6. Chair’s Update- Katherine Sbarbaro recommends the chair-elect position attend the upcoming Staff Assembly meeting in Chapel Hill and have Staff Senate funds cover the per diem. Georgie Donovan will be leading a Strategic Planning session on Work-Life-Balance. If you have ideas or would like to submit a proposal, please send an email or call Georgie or Katherine.

7. Old Business- none to report at this time

8. New Business-
   a. Recycling & “Zero Waste” Goal – Jennifer Maxwell, Office of Sustainability, and Debbie Carriere, Environmental Services talked to the group about the gradual process of replacing our containers within buildings around campus to support the Zero Waste Goal. “Find a bin. It all goes in.” A "zero waste" commitment has begun at Appalachian State University with the goal of diverting 90 percent of all waste from landfill disposal by 2022. There is a press release on the ASU Homepage and the website is zerowaste.appstate.edu
   b. Community Garden- Monique Eckerd announced information about growing your lunch at work! The Edible School Yard will have 12 raised beds (4’ X 10’) available for planting this Spring. Soil, space and advice provided. Debbie Bauer and several students will be
on hand to help if you are new to gardening. Please contact Monique Eckerd eckerdbms@appstate.edu or 7340 if you are interested. An orientation meeting will take place sometime April to prepare raised beds. Flyers will be placed around food services and physical plant.

c. “A Resolution Proposing Changes to the ASU Campus Smoking Policy – Action Item – Katherine Sbarbaro read the Resolution. Cathy Ziegler made a motion in support of the proposed resolution. Tony Grant seconded. Debbi Tibbett made a motion to increase the number of designated smoking areas, however the motion was defeated. Kim Carter made a motion for an amendment to “support a total ban if state law permitted in the future,” Andrea Mitchell made a second to the motion. The motion passed with 2 abstentions. There was no further discussion on the amendment. (See attached Resolution on page 5 of the minutes.)


Cathy has worked here at ASU for 6 months learning about ASU Technology making plans about what direction to go. A month after arriving, the Board of Trustees wanted to know how to tie everything together. Step 1. Service Catalog Who to ask what we own, 60-70% major departments, different applications, draft form, review to see what is missing. Step 2: Assessment - who is supporting it? Central IT what are you supporting? Where is that resource? Do we have the right resources? Where are they? Do we have Gaps? Step 3. Begin wrapping up services into portfolio groups. Between 300 and 400 services and applications have been identified. These tools will be grouped and organized to create a process. Now a team will conduct presentations and workshops, a transparent process, including others around campus to help make decisions, participants will go through stages of feedback.

10. Kudos- Sonny Hagaman, Retired Employee of the Motor Pool identified for saving the University thousands of dollars.

11. Open Comments- Debi Tibbett brought up the topic of closing the University during the Christmas Holiday break. Patrick McCoy stated we have 12 paid holidays a year. Outside factors such as live animals and expensive equipment keep us from just closing. Leave and shared leave can be used. Katherine Sbarbaro discussed the decision of cancelling classes on Wednesday, March 6, 2013. She wants to find out where to express concern for the level of danger staff experience while trying to get to work during a major weather event. Patrick McCoy indicated the Chancellor’s Advisory or Vice Chancellor of Business Affairs office. Kim Carter mentioned the Faculty Morale Survey results have been published.
12. Adjournment- Jamie Tedder motion to adjourn, seconded by Katherine Sbarbaro. Meeting adjourned at 3:00pm.

Respectfully submitted,
Teresa Bentley, Secretary
A Resolution Proposing Changes to the ASU Campus Smoking Policy
A Resolution of the Appalachian State University Staff Senate

March 12, 2013

WHEREAS, the primary objective of the Appalachian State University Staff Senate shall be to improve and enhance the quality of life of all staff employees at Appalachian State University; and

WHEREAS, the “Quality of Life” on campus is directly impacted by the ubiquitous presence of secondhand smoke as well as the detritus left by smokers; and

WHEREAS, the current smoking policy a) mandates a ban on smoking within a 50 foot perimeter surrounding all fixed structures on campus which is confusing to follow and difficult to enforce, b) is routinely ignored by smokers, c) is not enforced by campus police, and d) is the cause of an increase in smoking-related litter on campus; and

WHEREAS, the intent of any such policy is a) to define clear and unequivocal rules governing smoking behavior on campus, b) to protect the health of employees by persuading smokers to adhere to those rules, c) to provide the authority necessary to enforce those rules, and d) to decrease or eliminate unsightly and non-biodegradable smoking-related litter; now, therefore, be it

RESOLVED, that the Appalachian State University Staff Senate supports a proposal to change the current ASU Campus Smoking Policy by a) replacing the “50 foot perimeter” smoking ban with provisions for the establishment of a minimum of three (3) and a maximum of eight (8) “designated smoking areas,” to include receptacles for smoking-related litter, at designated locations across campus, and b) imposing a complete ban on smoking everywhere else on campus; and be it further

RESOLVED, that the Appalachian State University Staff Senate will support a total smoking ban should future North Carolina state law allow, or authority be otherwise granted the university allowing implementation of such a ban.

Signed on behalf of the Appalachian State University Staff Senate

Katherine A. Sbarbaro
Chair