Appalachian State University Staff Senate Minutes
Tuesday, April 15, 2014
420 Parkway Ballroom, Plemmons Student Union

Attendance:
Present: Anderson, Carol; Berry, Elaine; Broere, Courtney; Burleson, Sheila; Childers, Erin; Dale, Patty; Dehus, Sydney; Eckerd, Monique; Hoffman, Kate; Love, Amy; Mann, Kathy; Marshburn, Jason; McCaffrey, Kerri; Mitchell, Andrea; Paige, Russell; Richards, Brooke; Sanders, Amy; Snook, Kevin; Tibbett, Debi; Trivette, Cindy; Whittington, Kathy; Young, Vickie; Ziegler, Cathy
Absent: Barbee, Diana; Carpenter, Erin; Carter, Kim; Carter, Leslie; Chambers, Robin; Deas, Kathy; Eggers, Gloria; Eldreth, Chelsie; Eller, Peggy; Gaine, Courtney; Gill-Johnson, Sali; Gragg, Debbie; Grant, Tony; Gryder, Alice; Harmon, Kara; Harrison, Kathy; Huffman, Julie; Hyle, Eddie; Hyle, Kristin; Jamison, David; Lowenberg, Diane; Lunsford, Mark; Lyons, Danna; Marsh, Clinton; McCormick, Marty; Merrell, Donna; Parnell, Regina; Perry, Amanda; Piazza, Joseph; Probst, Elizabeth; Ragan, Greg; Roach, Roy; Saunders, Shannon; Sbarbaro, Katherine; Scarborough, Barbara; Scott, Cathy; Tickle, Jeff; Travis, David; Wallin, Charlie; Waters, Robin
Excused: Bentley, Teresa; Church, Lynn; Craft, Betsy; Hicks, Sandy; Ray, Kathy; Smith, Janice; Tedder, Jamie; Watson, Lisa
Visitors: Chancellor Peacock

Minutes:
1) Meeting was called to order by Kevin Snook at 1:34pm.
2) Approval of minutes: Amy Sanders motioned to approve the March 11, 2014 meeting minutes, seconded by Patty Dale. The minutes were approved by general consent with no changes.
3) Treasurer’s Report: Kathy Mann motioned to approve the treasurer’s report, seconded by Patty Dale. The treasurer’s report was approved by general consent with no changes. However, Monique Eckerd reported that some funds have been spent since treasurer’s report was issued.
Appalachian State University Staff Senate Minutes  
Tuesday, April 15, 2014 
420 Parkway Ballroom, Plemmons Student Union

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Acct</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>3,281.30</td>
</tr>
<tr>
<td>Special Funds Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AppKIDS Fund</td>
<td>227202</td>
<td>5.48</td>
</tr>
<tr>
<td>Associated Scholarship Fund</td>
<td>990155</td>
<td>3,825.00</td>
</tr>
<tr>
<td>Receipt Supported Fund</td>
<td>990158</td>
<td>1,371.77</td>
</tr>
<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>9,655.09</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>24,267.24</td>
</tr>
</tbody>
</table>

4) Guest speaker – Chancellor Peacock:
   a) Chancellor-Elect Everts will begin in July.
   b) Chancellor Peacock distributed a draft version of winter break closing information to be distributed later this week to all staff.
   c) Things to watch for at UNC system level in the coming year:
      i) Ongoing debate about outsourcing at the system level, though thorough study has shown that outsourcing campus services is not a good choice for Appalachian in terms of cost or quality.
      ii) Budget situation: There was a recent 1% reduction in budget allocation. This year ASU was told that we could potentially roll over >1%, so we held back more than 1%, but the state changed its mind.
      iii) We will not know the full impact of recent state sales and income tax changes on revenue until all tax returns are in. Revenue may be reduced.
      iv) The UNC Board of Governors is about to elect a new chair.

5) Chair’s Update: The Chancellor search is complete and committee is happy with the outcome.

6) HR Update – Angie Miller:
   a) Staff Appreciation Lunch will be on April 29th in the Holmes Center. The Jeff Little band will be performing.
   b) Recent change in process involving one-time pays and temporary EPA staff. Due to the Affordable Care Act, HR must account for all hours worked for employees; they can’t receive a flat one-time pay rate (e.g., $2000 for work over three months). This will change pay procedures and policies, so trainings are currently being conducted; Academic Affairs is scheduling and coordinating trainings and you can contact Sandi Jones for more information. Compliance is critical; if any UNC system employee is deemed benefit-eligible and is not offered benefits, fine will be $154 million per month.
c) In Optional Retirement Program, UNC system has decided to do away with Lincoln and Valic providers as of July 1. HR received notification Friday evening about this change. If you are an existing employee and have contributed to either of these plans, you can continue to contribute to them through Dec. 31, at which point you must choose an alternate plan or default to TIAA-CREF. Decision was made based on performance of and participation in funds.

d) PeopleAdmin 7 target implementation date was October 2013, but was not feasible because of delays on the vendor’s side.

7) Committee Updates:

a) Membership Committee – Annual Staff Senate Officer Elections – **Action:**
   i) Kathy Mann distributed ballots for annual Staff Senate officer elections.
   ii) [http://staffsenate.appstate.edu/service-projects/appkids-event](http://staffsenate.appstate.edu/service-projects/appkids-event)
   iii) Membership Committee – **Election Results:**
       (1) Chair-Elect: No candidate
       (2) Vice Chair: Sydney Dehus
       (3) Secretary: Janice Smith
       (4) Treasurer: Kerri McCaffrey
       (5) First Staff Assembly Alternate Delegate: Russell Paige
       (6) Second Staff Assembly Alternate Delegate: Katherine Sbarbaro

b) Chancellor’s Advisory Committee – Kevin Snook: The committee last met with Chancellor on April 1. Discussed transition to new chancellor and Staff Senate priorities for working with Chancellor-Elect Everts in the future.

c) Scholarship Committee – **Action:**
   i) Kathy Mann motioned to award scholarships in the following amounts:
      (1) Staff Senate Endowed Scholarship:
          (a) One in the amount of $500
          (b) One in the amount of $450
      (2) Annual Scholarship:
          (a) 6 in the amount of $500
          (b) 1 in the amount of $300
          (c) 3 in the amount of $250
   ii) The motion carried by unanimous voice vote.

d) Chancellor Appreciation ad-hoc committee – Kathy Whittington: The event in honor of Chancellor Peacock will be held on Friday, June 27, 2014 at 8pm in the Schaefer Center. Tickets will be required for attendance; every employee is entitled to two comp. tickets, but those tickets must be requested from the box office. After faculty and staff have had a chance to request tickets, any remaining tickets will be offered to alumni and advisory board members. The committee needs ideas from Staff Senate for the content/format of a presentation from staff members to Chancellor Peacock and his wife Roseanne. Share your ideas with Kathy Whittington, and contact her if you would like to help plan the event.
e) AppKIDS – Cindy Trivette: An e-mail just went out requesting spring donations to AppKIDS. Donations can be set up through Employee Self-Service (instructions here).

8) New Business:
   a) “Days of Service” ad hoc committee – Amy Sanders: Patty Dale and Amy Sanders would like to gather opportunities for staff to use community service leave during the three required leave days over winter break 2014. (All staff get 24 hours of CSL per year.) If anyone is interested in serving on this ad hoc committee, e-mail Patty Dale.

9) Adjournment: Amy Sanders made a motion to adjourn, seconded by Carol Anderson.

Respectfully submitted,

Amy Love, Secretary