Staff Council Meeting Minutes
November 8, 2011
226 Linville Falls Room, Plemmons Student Union
1:30 – 3:00 p.m. APPROVED

PRESENT: Carol Anderson, Dianna Barbee, Elaine Berry, Sheila Burleson, Erin Carpenter, Lynn Church, Karen Clark, Betsy Craft, Monique Ecker, Gloria Eggers, David Freeman, Courtney Gainey, Sandy Hicks, Tami Johnson, Diane Lowenberg, Kathy Mann, Denise Marsh, Jennifer Maxwell, Marty McCormick, Jackie McInturff, Donna Merrell, Andrea Mitchell, Susan Musilli, Russell Paige, Cathy Ray, Joyce Reese, Katherine Sbarbaro, Barbara Scarborough, Cathy Scott, Janet Seatz, Jamie Seay, Jamie Tedder, Deborah Tibbet, David Travis, Cindy Trivette, Marlena Van Vliet, Lisa Watson, Kelly Wolcott, Vickie Young, Cathy Ziegler

EXCUSED: Carol Carpenter-Stoudt, Bob Charlebois, Kathy Deas, Alice Gryder, Kate Hoffman, Kim Jones, Sheryl Kane, Jami Lambert, Seth Norris, Jenny Primm, Charyn Richards, Tess Riedl, Amy Sanders, Janice Smith, Angel Wood


1. Cathy Ziegler – The meeting was called to order at 1:34 p.m. Cathy noted that an AppKIDS volunteer form was being sent around during the meeting.

2. Approval of Minutes. The minutes from the October 11th meeting were approved by general consensus with one change. #4 was clarified from “Duplication Services is redesigning what Printing and Publications has been doing.” to “Printing and Publications is now doing all printing and duplication of print materials on campus.”

3. Treasurer’s Report: For information only as shown in the advance agenda. Kathy Mann shared the current balance of the AppKIDS fund as $11,599.17.

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Number</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating Fund</td>
<td>109130</td>
<td>no budget</td>
</tr>
<tr>
<td>Special Funds Account</td>
<td></td>
<td></td>
</tr>
<tr>
<td>AppKIDS Fund</td>
<td>990152</td>
<td>11,317.17</td>
</tr>
<tr>
<td>Associated Scholarship Fund</td>
<td>990155</td>
<td>*3,059.89</td>
</tr>
<tr>
<td>Receipt Supported Fund</td>
<td>990158</td>
<td>1,470.70</td>
</tr>
<tr>
<td>*$3,000 will be paid for scholarships in January upon satisfactory GPA documentation</td>
<td></td>
<td></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>875.00</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>22,668.11</td>
</tr>
</tbody>
</table>

4. Speaker - Chuck Brink, UNC Staff Assembly Chair shared with the Council. He has been employed at UNC Chapel Hill for 15 years, and is a Charter member of Staff Assembly, which is 5 years old. Former UNC President Bowles helped Staff Assembly come to fruition. All the campus Chairs meet once a month and delegates meet quarterly to target problems that affect all staff. One of the issues targeted to work on was Personnel Flexibility authority as relates to Senate Bill 575. This issue will likely be reintroduced and it is important that Staff Assembly represent staff and has a seat at the table. Staff Council members were tasked with familiarizing themselves with Statute 126 of the General Statutes of State Personnel. The educational lottery was exempt from the State Personnel Act. Staff Assembly will gather information and work with internal committees on proposed language for governing our
Chuck recommended that staff contact our peer constituents to obtain their ideas concerning best practices and educating ourselves in order to come up with our own proposed language. We will benefit by having more knowledge of our HR policies. The nonprofit watchdog group in Raleigh, www.ncjustice.org, is a resource for us. Also, the 2011 compensation and benefits report from Office of State Personnel is on their website and is public knowledge. Chuck will work to get us an organization chart of the UNC system and General Administration.

5. HR Update – Patrick McCoy – no reports. A Staff Council member asked if all RIF notices had been sent to employees or if more were to come. Patrick said that employees who were going to be RIF’d in the near future had been notified either in writing or verbally. He will share to the administration that Staff Council would like to have that information. Cathy stated that it seems to her that it is Chancellor Peacock’s decision to not allow University communication regarding layoffs and RIF’s at this time due to unexpected budget revisions or other budget surprises.

6. Committee Reports -
   a. Fundraising - Jennifer Maxwell- the Fundraising Committee will sell dining cards again this year and sales will go toward the Staff Scholarship Fund. Over $300 was raised at the Staff Appreciation Breakfast for AppKIDS.

   b. AppKIDS – Diane Lowenberg - shared the need for additional volunteers for the program; approximately 11 school shuttle drivers are still needed. The target is to have 90 shoppers – one for each child. Around $1,000 is still needed in donations.

7. New Business –
   a. December Gift Exchange Party -all Staff Council members and alternates are welcome to come and enjoy food and fellowship even if not participating in the “White Elephant” gift exchange. Those wishing to participate in the gift exchange should bring a wrapped, unlabeled gift. Guidelines to follow: 1) Re-gifting or bringing used items from home is acceptable; 2) Gifts purchased are to have a $5 limit.
   b. SEANC Guest, Grace Phillips – had a table in Plemmons Student Union until 4:00 p.m., joined our meeting, and was available to answer questions concerning SEANC.
   c. Foundation “Academic Assistance” Program – This program is channeled through HR, and provides around $5,000 a year to assist staff members that take community college courses, online courses or courses related to obtaining an initial certification. The tuition waiver is separate from the Academic Assistance Fund. Currently $200 is the maximum refund that a staff member can be reimbursed for; however, HR is working towards getting it increased to $500. Questions can be forwarded to Stephanie Gregg in HR at 3187.
   d. Kelley Wolcott – McKinney Alumni Center is collecting canned food to help local families during the holidays through next Friday.
   e. Health Promotions – Denise Marsh will be having a toy drive.
   f. Coat drive – Carol Stoudt-Carpenter. Carol was unable to make this meeting, so Cathy Ziegler asked that if anyone is putting out a collection box, to let her know and she will inform Carol.

8. President’s Update – Cathy and Chuck Brink met with the Chancellor yesterday during which time the Chancellor mentioned communication with staff and that he did not want to send emails when there was no concrete news. Cathy explained that the Chancellor’s Advisory Committee plan to address communication concerns when they meet with the Chancellor later this month.

   Recently Staff Council Officers had the opportunity to lunch with Dr. Lori Gonzalez, our new Provost and Executive Vice Chancellor. Dr. Gonzalez was very personable and supportive of staff, and the Officers were impressed that she had been making rounds around campus and involving staff in many of those meetings.

9. Kudos – Jamie Tedder, Jackie McInturff, and Debi Tibbett were given Kudos for the wonderful job they did obtaining speakers for our Staff Council Meetings.

10. Open Comments- Cathy mentioned that the Chancellor wanted it conveyed how much he appreciates staff and the work they perform.
A member shared the need for additional recycling boxes outside of buildings. Jennifer Maxwell said that five containers had been set outside buildings but the cost was prohibitive in obtaining additional boxes.

11. Mark Your Calendar:
   - AppKIDS Day – November 18
   - Board of Trustees’ Quarterly Meeting – December 9
   - Special Staff Council Holiday Party with Gift Exchange – December 13
   - Faculty/Staff Blood Drive – December 9

12. Adjournment – The meeting was adjourned by general consensus at 2:49 p.m.

Respectfully submitted by:

Kathy L. Ray
Staff Council Secretary