

**East Carolina University
2007 – 2008 Staff Senate
Minutes of April 17, 2008
Mendenhall Student Center
Multi-Purpose Room
2:00 – 4:00 pm**

I. Attendance:

Present: Cornell Allen, Andrea Bristol, Harold Coleman, Michael Corso, Angelo Daniels, Paula Daughtry, Michael Dixon, Johnnie Eastwood, Kay Evans, Rosalie Farley, Phil Hulsey, Vickie Johnson, Mimosa Mallernee, Angela Marshall, Amanda Pantelidis, Mark Parker, Jackie Petway, Gloria Potter, Christa Radford, Diane Raines, Wayne Reeves, Teri Stansbury, Ann Taft, Verna Taft, Audra Thomas, Kay Thomas, Teresa Tripp, Amanda Turner, Michelle Wallace, Mary Susan Williams, Richard Yakubowski, Jennifer Yandle, Joani Zary

Absent: Shonda Drake, Carolyn Dunn, Karen James, Roy Newton, Mike Rowe

Ex-Officio Officers: Present: Catherine Adams, John Toller, Chris Turner

Ex-Officio Officers: Absent: LaKeshia Alston, Taffye Clayton, Robyn Galloway, Lee Ann Goff, Sara Lilly, Angela Moyer, Jim Mullen, Karen Summerlin, Ashley Worthington

II. Call to Order

Senator Reeves welcomed everyone and called the meeting to order at 2:00 p.m.

III. Roll Call

Senator Williams called roll

IV. Approval of Minutes

- A. Senator Williams reported that the minutes from the March 20, 2008 meeting were distributed to members and via Announce and Health Sciences Announce. The minutes were approved as written.

V. Special Order of the Day

- A. Senator Reeves welcomed everyone to the meeting. Senator Reeves recognized that many of the 08-09 senate members were present. Senator Reeves asked that everyone introduce themselves by stating their name, division and department.
- B. Senator Reeves explained that he would be leaving meeting early to attend the Board of Trustee (BOT) meeting that was being held at 3:00. Senator Reeves was invited by Chancellor to attend the BOT meeting due to issues affecting staff that were on agenda for the day.
- C. *General Overview of Staff Senate and role of Executive Committee Chair-elect, Secretary and Treasurer.* Senator Daughtry distributed a list of duties

of Executive Committee Members to senate body and gave an overview of each role.

- D. *Call for Nominations of 08/09 Chair-Elect, Secretary, and Treasurer due by 5:00 p.m. on April 30, 2008.* Senator Reeves asked members to submit nominations via e-mail by 5:00 pm on April 30th.
- E. *Ask 07-08 Committee Chairs to Promote their Committee – Senator Reeves asked current Chairs of standing committees to promote their committee in anticipation of staff senators making Committee preferences for 08/09*
 - a) Communications & Marketing – Senator Michael Dixon
 - b) Human Resource Committee – Senator Rick Yakubowski
 - c) Rewards & Recognition – Senator Amanda Pantelidis
 - d) Diversity Committee – Senator Ann Taft for Senator Audra Thomas
- F. *Call for all Staff Senate members to select top choices for 08-09 Committee Membership – Senator Daughtry asked senators to e-mail Senator Reeves their top 3 choices of the committee that they would like to serve on for 08-09 by 5:00 p.m. on April 30, 2008.*

VI. Comments from the Executive Committee

- A. Comments from the Chair, Senator Reeves
 - 1) Senator Reeves reported that three resignations have been received since the last meeting. Alternates are going to be elevated to full voting status rather than seeking replacements.
 - 2) Senator Reeves asked Committee Chairs to submit a comprehensive list of committee goals and objectives and a summarization of committee activities for the 07-08 year by Friday, May 2nd.
 - 3) Senator Reeves notified senate body that a meeting of the UNC Staff Assembly would be held May 1 – 2 at Appalachian State University. ECU will have full representation at this meeting.
 - 4) Senator Reeves reported that criminal background check policy for all ECU employees is still pending awaiting BOT final recommendations and approval.
 - 5) Senator Reeves reported that discussion had taken place with the Chancellor regarding Career Banding and specific ways to supplement salaries. Chancellor Ballard is committed to planning of open forums / town hall meetings in order to notify staff of career banding policies and plans to address salary inequities.
 - 6) Senator Reeves reported that he had discussed with the Chancellor the number of staff senate resignations this year. Chancellor Ballard supports staff senate appointments. Senator Reeves will be drafting a letter of support from Chancellor to send to supervisors.
 - 7) Senator Reeves thanked everyone for their support during the Employee Appreciation Breakfast. A survey tool is

currently being developed and will be forthcoming to the university community.

- 8) Senator Reeves encouraged senators to solicit feedback from co-workers regarding the Employee Appreciation Week activities.
 - 9) Senator Reeves emphasized the importance of the May meeting to be held on May 15, 2008 at 2:30 p.m. Meeting will be held at the College of Nursing Room 1120.
 - 10) Senator Reeves reported that Senator Amanda Turner had resigned from her role as Treasurer. Senator Turner will be leaving the university and moving to Raleigh. Senator Reeves recognized Senator Turner for her dedication and service to the Staff Senate and presented her with a plaque of appreciation.
 - 11) Senator Reeves departed to the BOT meeting and turned the meeting over to Chair Elect Senator Daughtry.
- B. Comments from Chair-Elect, Senator Daughtry
- 1) Senator Daughtry recognized the following senators for their work, dedication and representation for serving on various university committees: Terri Stansbury – Child Care Committee, Teresa Tripp – ACT Well, Johnnie Eastwood – Parking, Angela Marshall – Scholarship Committee, Amanda Pantelidis – Chair, Rewards and Recognition, Michael Dixon – Chair, Communications & Marketing, Rick Yakubowski – Chair, Human Resources Committee, Rosalie Farley – Heart Walk Representative.
 - 2) Senator Daughtry reported that the UNC Staff Assembly is currently working on a way to extend the tuition waiver program to spouse and children of employees.
- C. Comments from Secretary, Senator Williams
- 1) Senator Williams reported that she had received good comments from employees that attended the employee appreciation breakfast and thanked all senators that helped make the event a success.
- D. Comments from Treasurer, Senator Turner
- 1) Senator Turner reported that the financial record for April 2008 was distributed via e-mail.

VII. Monthly Updates and Reports

Committee Reports

1. Communications & Marketing Committee – Senator Dixon, Chair
See attached Minutes
2. Diversity Committee – Senator Thomas, Chair
See Attached Minutes
3. Human Resources Committee – Senator Yakubowski, Chair
See Attached Minutes
4. Rewards & Recognition – Senator Pantelidis, Chair
See attached minutes

VIII. Old Business

IX. New Business

A. Comp Time for SPA Exempt Employees

Senator Pantelidis requested that there be an open forum / town hall meeting to clarify the information recently distributed by Human Resources regarding the Exempt Employee Compensatory Policy. Senator Pantelidis raised several questions regarding the comp time policy to Senator Daughtry. Senator Daughtry deferred questions to Ex-Officio Chris Turner who explained that SPA Exempt employees do not earn comp time. SPA Exempt employees are to work until the job is done.

B. Rising Gas Prices

Senator Ann Taft expressed concern about the rising gas prices and asked the status of the cost of living increase for those employees below \$25,000.

X. Announcements

Next Staff Senate Meeting will be held on May 15, 2008 from 3:30 – 5 pm, Health Sciences Building, Room 1120. Committee meetings will be from 2:30 – 3:30 pm

XI. Adjournment

Senator Daughtry adjourned meeting at 3:50.

Diversity Committee Meeting Minutes

Date: April 17, 2008

Time: 4:00 p.m.

Location: Mendenhall Student Center

Members in attendance: Angela Marshall, Ann Taft, Audra Thomas,

Kay Evans, Angelo Daniels, Kay Thomas

Discussion Items:

- Committee accomplishments for 2007-2008
- Senators rotating off the Staff Senate
- Goals and plans for 2008-2009

Action Items:

- Committee will meet over the Summer in order to provide a cohesive framework from which to work as the Fall Semester approaches
- Committee will have a meeting with Ms. Kimberly Baker-Flowers to begin to prepare for fall activity.

Communications & Marketing Committee Meeting Minutes

4/17/08

Members present: Mike Dixon (Chair), Johnnie Eastwood, and 2 guests (new senators)

- Introduced to guests more specifics on what the committee does for the staff senate. Gave a history of the Staff Senate web site and Pirate Perks program and explained the work behind keeping both initiatives current.
- Discussed newly submitted perk from Orlando, FL travel agency offering “exclusive” discounts for employees. Further discussion with committee members is needed before approving this perk. The “exclusivity” is questionable.
- Discussed the future action items of the committee to guests, including the improvement of having staff senators increase contact with constituents (100 per senator, depending on division).

Rewards and Recognition Committee Minutes

April 17, 2008

Mendenhall Student Center

3:30 – 4:30

In attendance: Amanda Pantelidis (Chair), Harold Coleman, Vicki Johnson, Jackie Petway, and Joani Zary.

Proceedings:

- Employee Appreciation Week Review
 - The Employee Appreciation Breakfast was a success! The Chancellor was in attendance and we had over 1,000 employees in attendance as well. The overall feeling of the ECU community was positive with a few concerns about healthier food options.
 - 6,000 lanyards were purchased from Dowdy Student Stores to be handed out at the Breakfast. Everyone seemed to be pleased with the small memento.
 - I thanked all committee members for their hard work with the planning and preparation of the EAW.
 - The blood drive was a success as well. The t-shirts advertised were not handed out at the event.

- Fitness Walk
 - The event will be scheduled in May and Amanda Pantelidis is working with Suzanne McDonald, SRC, to coordinate the event. Further details will be forthcoming.