

NORTH CAROLINA STATE UNIVERSITY-draft version
Staff Senate Meeting
Faculty Senate Chambers, DH Hill Library
Wednesday July 5, 2006

Attending: Valerie Ball, JC Boykin, Tracy Brown, Corrie Cadwallader, Barbara Carroll, Randy Colby, Debbie Douglas, Kathy Fuller, Nicole Harrell, Cathy Harvey, Michelle Healey, Willie Healy, Miriam Hines, Carol Horne, Debbie Hunt, Thomas Hunter, Carrie Levow, Carina Lockley, Lucy Mabry, Felicia Mangum, Todd Marcks, Laura Massengill, Tom Mease, Sherry Mosher, Sara Reese, Phyllis Royal, David Setser, Mel Stoss, Lee Thayne, Rodney Vinson, Corrinna Watkins, Melissa Watkins, Leroy Wilkins and Sandee Zechman

Absent: Shelia Ange, Jon Barnwell, Bob Brinson, Angie Chiatello, Janet Harris, Pat Hill, Richard Palmer, Samantha Parrett, Terry Price, Patty Routh, Valerie Sameshima, Christy Scheid, David Serxner, Brenda Shelton and Gail Willis

Guests: Chad Austin, News Services; Gwen Bell, College of Engineering; Scott Enroughty, Physical and Mathematical Sciences; Greg Jarvis, College of Textiles; Dianne Sortini, Human Resources; Patty Spears, College of Veterinary Medicine; Floyd Williams, Facilities Division.

Call to Order: The 12th meeting of the 11th session was called to order at 10:05am.

Guest Speaker: Maria Brown, Assistant Director, University Cashier's Office

Ms. Brown expressed gratitude for the opportunity to address the Staff Senate and report on recent changes within her department. She expressed tremendous pride in this department's employees and the strides they've made in modernizing billing procedures and providing superior customer service. She described the role of the Cashier's Office as one that supports the University within the framework of its core values; integrity, respect and excellence.

Ms. Brown reviewed departmental statistics from FY 2005. She reported upon recent upgrades to both billing and payment procedures. Web-based electronic billing has been established. Electronic payment options have also been established which includes online signup for monthly payment and direct deposit payment options; checking or savings account debits are without additional fee, however credit card debits will include a 2% surcharge. Account information is also electronically available for review.

She announced an upcoming two-year departmental project which will enhance and simplify the Student Information System by integrating portions of the University's People Soft system with Oracle's Campus Solutions; targeted completion date is Spring 2008. Select campus departments are updating their systems to allow electronic monitoring and review of student account information. She invited campus community members to review these system changes at www.ncsu.edu/sis.

A query was raised about the possibility of a personnel reduction in the Cashiers Office with the development of these department changes; Ms. Brown responded that there will not be any reduction in department personnel with the new Student Information System or changes involving electronic billing and payment options.

Roll Call: A roll call was performed by Debbie Hunt to ensure accurate attendance records.

Approval of June 7, 2006 Meeting Minutes: The minutes were approved as written.

Budget Report: Corrinna Watkins, Advisor

Ms. Watkins reported a remaining balance of \$971.31; there is \$1,734.90 in open commitments and \$5,293.79 has been paid out during the 2005-2006 session.

Administrative Report: Barbara Carroll, Associate Vice Chancellor for Human Resources

Ms. Carroll announced the recent pay increase of 5.5%, sanctioned by the State Legislature, and reviewed the timeline and logistics to have this increase included in employee paychecks. Payroll employees are not likely to get the pay

increases into the July paycheck due to logistics and payroll entry deadlines; however they are motivated in their attempts to have it applied in July's pay because it is easier to process the increase now rather than retroactively.

New career banding implementation has been suspended by State Legislatures in order to facilitate further study of the process. Exceptions to proceed were granted to job families already passed by OSP, namely administrative support personnel.

Committee Reports:

Chair:

The Chair participated in the June 9th UNC System Staff Chairs monthly video conference. She reviewed some highlights and deferred particulars to later in the meeting.

The Chair attended the June 19th University Council meeting.

The Chair presided over the June 21st Executive Committee meeting. She underscored the importance of the ad hoc committee's charge reviewing comprehensive employee representation within District 14 and advising how best to fully serve and represent this district's statewide employees.

Vice Chair:

There was no new information to report nor has any Issues of Concerns been recently submitted.

Governance:

There was nothing to report.

Human Resources:

Committee members have undertaken an impact study regarding non-faculty EPA representation in the Staff Senate and will work with Governance Committee members due to the effect upon increases in the amount of constituents within the districts.

Diversity:

An activity report was recently composed. The end-of-year committee report will be completed shortly.

Public Relations:

There was nothing to report.

Resources & Environment:

Several computers have been reissued on loan extension. Committee members are reviewing computer loan program feedback surveys.

There will be 2nd readings of the two resolutions composed by this committee later in this meeting.

Legislation Liaison:

Committee members have had protocol and etiquette lessons in order to maximize opportunities while meeting with State Legislators. Prior to the convening of legislators to begin budget talks, committee members have visited twice in order to strengthen their working relationships with them and reiterate the importance of equitable pay and benefits for state employees. Committee members will be attending MAT (Member Action Team) training in early August.

The Committee Co-Chair announced voting begins today on an 18.9 billion dollar budget; included in it is a 5.5% pay increase for SPA employees and 3.0% COLA increase for retirees.

Old Senate Business:

There was a 2nd reading of the resolution regarding Staff Senate support of the University ID badge/security resolution; voting commenced and the resolution passed unanimously.

There was a 2nd reading of the resolution regarding Staff Senate opposition of parking permit rate increases; voting commenced and the resolution passed unanimously.

Resolution protocol was verbally reviewed.

New Senate Business:

Scott Enroughty announced his resignation due to his acceptance of a position in a different district. District 6 is now without representation.

The Chair reviewed the formation process of the UNC System Staff Assembly and outlined its governing by-laws. She announced a decision made in the last Executive Committee meeting to form an ad hoc committee to review the Staff Assembly by-laws, specifically targeting requirements for and of University representatives. The Chair asked for volunteers, specifically that at least one member is on the Governance and one is on the Human Resources committee. Ad hoc committee members are: Kathy Fuller, Tom Hunter, Carrie Levow, Laura Massengill and Sara Reese. She charged ad hoc committee members to form, review all documents related to the formation and governing of the Staff Assembly and advise the Senate

A motion was made and passed unanimously to have the Staff Senate Past Chair, Chair-Elect and Chair serve on the Staff Assembly until a permanent election process is established and delegates are duly elected.

Announcements:

2006-2007 Staff Senate group photos and a picnic hosted by Alumni Relations are planned at the conclusion of the August 2nd meeting.

The State Health Plan Executive Director has announced an extension to the enrollment period for the new PPO health plan option; deadline is now Friday July 7th.

Volunteers are needed to join the Training and Community Leadership Committee on the new Student Information System project. Those interested should contact Nicole Harrell in the NCSU Registration and Records Office.

Remarks:

The Chair recognized and honored the dedicated efforts of thirteen retiring Senators; each was presented with a Certificate of Appreciation and individually thanked for their service to their co-workers and the SPA community at large. She remarked on the key role that every Senate member possesses in fostering a sense of community to and representing SPA employees throughout the state. She noted that three retiring Senators were Committee Chairs and thus members of the Executive Committee and encouraged returning Senators to consider whether they would like to become a Committee Chair or Officer during the next Senate session.

New student orientation begins tomorrow; there are approximately 5,000 new students starting in the fall semester.

Chair Melissa Watkins was commended for her comprehensive efforts and outstanding representation and leadership during her tenure.

Adjournment:

The 12th and final meeting of the 11th session was adjourned at 11:12am.

Next Staff Senate Meeting:

Wednesday August 2, 2006
10:00am-12:00pm
Faculty Senate Chambers
DH Hill Library

Next Executive Committee Meeting:

Wednesday July 19, 2006
10:00am-12:00pm
Room 1115, Administrative Services I Bldg

Submitted by: Judith Strickland, Administrative Secretary

Debbie Hunt, Secretary
Staff Senate

