

STAFF SENATE MEETING MINUTES-approved version

Wednesday September 7, 2005

Faculty Senate Chambers, D.H. Hill Library

Present: Valerie Ball, Jon Barnwell, David Beverley, Sherry Bowen, J.C. Boykin, Bob Brinson, Jeff Cable, Corrie Cadwallader, Barbara Carroll, Angie Chiatello, Randy Colby, Kathy Fuller, Albert Genovesi, Nicole Harrell, Janet Harris, Michelle Healey, Willie Healy, Carol Horne, Debbie Hunt, Thomas Hunter, Carrie Levow, Carina Lockley, Lucy Mabry, Todd Marcks, Laura Massengill, Tom Mease, Sherry Mosher, Robin Nowlin, Richard Palmer, Samantha Parrett, Terry Price, Patty Routh, Phyllis Royal, Valerie Sameshima, David Serxner, David Setser, Brenda Shelton, Rob Stevenson, Mel Stoss, Rodney Vinson, Corrinna Watkins, Melissa Watkins, Jim Wilder, Leroy Wilkins and Sandee Zechman

Absent: Shelia Ange, Debbie Beach, Tracy Brown, Kristina Coxe, Cathy Harvey, Miriam Hines, Jamie Hinton, Vanessa Hicks, Carol Horne, Jane Howe, Kathy Kelly, Christy Scheid, Rodney Vinson and Gail Willis

Guests: Chad Austin, News Services; Slade McCalip, Transportation Office, Dianne Sortini, Human Resources; Julie Garrison and Andy Willis, Chancellor's Office.

Call to Order: Chair Melissa Watkins called the meeting to order at 10:00am and explained the order of events change in this and at future meetings.

Guest Speaker: Adena Messinger, Transportation Planner, NCSU Transportation Department

Ms. Messinger expressed gratitude for the opportunity to address the Staff Senate and give an overview of and encourage participation in the Transportation Department's Wolfrails program. This program, funded by the North Carolina Department of Transportation, promotes and encourages commuters to utilize alternate means of transportation. Ms. Messinger reviewed the various commuting methods and their personal benefits; carpooling (reduced price for a parking permit, less wear/tear on vehicle, reduced gasoline purchases, day passes), vanpooling (less wear/tear on vehicle, day passes, monthly subsidy, leisure/social time), UPASS (leisure/social time, no cost travel), Wolfline (leisure/social time, no cost travel), walking/bicycling (health benefits, zero commute cost). Brochures, key chains and pedometers were distributed. Wolfrails program details and additional information about alternate means of transportation for commuters may be found at www.ncsu.edu/wolfrails.

Ms. Messinger will give departmental overviews of the Wolfrails program upon request.

Guest Speaker: Amy Armbruster, Wake County Transportation Demand Manager, Triangle Transit Authority

Ms. Armbruster also expressed gratitude for the opportunity to address the Staff Senate and to give an overview of and encourage participation in the Smart Commute Challenge, where commuters pledge to try at least one commute alternative by the end of September. Those who register in this program are eligible for discounts at select local merchants and may win one of numerous donated prizes. She reviewed the numerous health and environmental benefits of reducing single occupant vehicle use and encouraged all campus community members to sign up for the Smart Commute Challenge and to regularly use an alternate mean of transportation. Pledge forms were distributed. Online registration is available at www.smartcommute.org.

Ms. Armbruster provided detailed information regarding Triangle Transit Authority's Vanpool program. This serves a minimum of 7 and maximum of 14 people and is especially useful to those who live in rural areas or not near a TTA or CAT bus route who wish to save time, money and the environment. TTA's website maintains a carpool list for those who would like to utilize this transportation mode. She also reviewed two new TTA express bus routes; one from Chapel Hill to Raleigh and one from Durham to Raleigh. The first Raleigh stop is the NCSU Bell Tower for both of these park and ride service routes. She again encouraged all employees to reduce their single occupant vehicle commute habit and try an alternate mean of getting to and from campus.

Guest Speaker: Rob Stevenson, Employee Recognition Program Manager

Mr. Stevenson also expressed gratitude for the opportunity to address his fellow Senators in order to promote the upcoming Employee Appreciation Week. He supplied event flyers and requested that Senators post them to help promote the week's events.

- Monday October 3rd - Red Cross Blood Drive
- Tuesday October 4th - NCSU Photography contest
- Wednesday October 5th - Fun Run/Fitness Walk
- Thursday October 6th - Employee Appreciation Day/Annual Benefits Fair
- Friday October 7th - Unit/College-sponsored events

The October 6th Employee Appreciation Day & Benefits Fair venue has been changed to the McKimmon Center; shuttle services will be available. It will be held on Thursday, instead of the usual Wednesday, to coincide with the first day of Fall Break with the hope of more employees being able to attend. The inaugural Innovation in Fashion show will be held. Senators were asked to encourage constituents to enter the NC Idol vocal talent contest. Volunteers are needed for both shows. Detailed information about the week's events can be found at www7.acs.ncsu.edu/hr/ead.

Guest Speaker: Andy Willis, Assistant to the Chancellor for External Affairs

Mr. Willis introduced Julie Garrison who is Chancellor Oblinger's Executive Assistant and the new liaison of the Chancellor's Office and the Staff Senate. He reported NCSU received an allotment of \$56 million dollars in the recently passed state budget. He expressed disappointment in the amount of salary increase for state employees and the increase in dependant healthcare coverage. He relayed the encouraging news that new, innovative healthcare packages for employees will be thoughtfully investigated by NCSU Administration.

Approval of Agenda: The agenda was approved as written.

Approval of August 3, 2005 Meeting Minutes: The minutes were approved as written.

Budget Report: Corrinda Watkins, Executive Assistant to the Associate Vice Chancellor of Human Resources:

Ms. Watkins reported \$8,000 was received for the 2005-2006 Staff Senate budget. She stated \$7,407.77 remained in the budget and reviewed recent expenditures.

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

Ms. Carroll reported that salary adjustments from the recently approved state budget will appear in the September paycheck for SPA employees and the October paycheck for EPA employees. She announced there will be a 12% increase in premium rates for dependent healthcare coverage in the State Health Plan and that the UNC University System's attempt to implement a health care pilot program was not authorized by the Legislature. Instead, the State Health Plan has been authorized to review other options to offer its members. The recently approved addition of five days of bonus leave will be applied to the online leave system in mid-September.

She also reported the Healthcare Enrollment period will run through September 30, but that September 10th is the cutoff for changes to reflect on September paychecks. Ms. Carroll and Dianne Sortini are working closely with University Planning and Analysis regarding the campus climate surveys, in particular the design of the faculty survey. A student climate survey has been completed, the faculty survey will soon begin and a staff survey will follow. In response to a query, she stated that Staff Senate will likely be involved in developing the staff survey, just as the Faculty Senate has been for the faculty survey.

Ms. Carroll responded to a query about the status of career banding, stating that the Office of State Personnel has slowed the process in order to gain better control. No new information has been released concerning how to proceed with the banding for the Office Support group.

A query was raised about offering SPA employees biweekly pay. Mr. Willis confirmed that the Department of Transportation is the one state agency that does currently offer biweekly payroll, but even DOT will soon be implementing monthly payroll distribution. Ms. Carroll indicated that offering biweekly payrolls would significantly increase departmental and central NCSU administrative costs and is unlikely to be implemented in the current environment of cost-cutting and administrative streamlining.

A query was raised about whether the State would provide a reduction in parking permit fees to coincide with employment longevity. This cannot be proposed to the State, since parking is determined and managed at the campus level, and is entirely supported by its own receipts.

A query was raised about a possible reduction in parking permit fees for Housekeeping staff members who begin work at 4:00am. Since Transportation isn't in Ms. Carroll's area, this proposal will be suggested by Staff Senate to the Transportation area for consideration.

There have been numerous positive comments received about the new online timesheet. The discrepancy with posting community service hours has been noted. HR would be open to considering a revised version of this timesheet for the special requirements of campus police.

Committee Reports:

Chair:

The Chair recognized and expressed appreciation for the dedicated efforts of Andy Willis as our liaison to the Chancellor's Office.

The move of roll call in the order of meeting events was requested by the Staff Senate Governance Committee.

The Staff Senate's Annual Report will be presented to the Board of Trustees at their September meeting.

Candidate interviews continue for Vice Chancellor for Extension, Engagement and Economic Development. The search committee hopes to recommend a candidate to Chancellor Oblinger by October 1st.

The Staff Senate Executive Committee will defer researching options for language translation of meeting minutes because translation of campus information is a University issue and is already under review.

Vice-Chair:

There was no report given.

Governance:

Trish Rollins, District 14, has recently resigned. An Alternate will be promoted upon review of the election results.

There was no opposition to the motion to change the status of the Legislative Liaison Committee from ad hoc to a Staff Senate standing committee.

There was a first reading of the proposed by-laws amendment to reflect the status change of the Legislative Liaison Committee. There will be a 2nd reading and a vote for passage at the October 5th meeting.

Human Resources:

The Committee did not meet as planned; three committee members are subject to travel restrictions.

The Office of State Personnel guest speaker will be rescheduled.

There was no opposition to the motion to make an exception to the attendance policy for County Extension personnel who are subject to travel restrictions due to the Governor's edict to have no penalty assigned for meeting absences.

Diversity:

Hard copies of benefits statements will be mailed to individuals who call the Benefits Office and make a request.

International Housekeeper's Week will be celebrated next week. Committee members will attend an event and have the opportunity to promote the Staff Senate.

Committee members discussed group goals and guest speakers for this session and also how to get involved in hurricane relief efforts.

Public Relations:

Committee members discussed group goals, Staff Senate booth set-up and participation at the Benefits Fair. Senators were asked to commit to a 30-minute time slot. Brochures, promotional notepads and pens will be distributed at the booth.

Committee members are reviewing and will make recommendations for redesigning the Staff Senate website and are also working on designing a new Staff Senate brochure.

Resources and Environment:

Committee members discussed group goals, the need for increased funding for the Computer Loan program, its wait list and equipment maintenance issues. Committee members also discussed possible Staff Senate participation in a job fair for hurricane victims.

Legislative Liaison:

The committee's first meeting will be held tomorrow. Andy Willis will be in attendance to assist with Open Forum setup and to offer procedural advice.

Roll Call:

Debbie Hunt performed a roll call to ensure accurate attendance records. She indicated the three County Extension Personnel Senators who are not in attendance due to travel restrictions and will make a special notation in the official Senate attendance records.

Old Senate Business:

The Chair read aloud Chancellor Oblinger's response to our Staff Access to Computers Resolution. In sum, Vice Chancellor of Finance and Business Charlie Leffler and Provost Larry Nielsen will carefully review our resolution for feasibility of application.

New Senate Business:

The Chair contacted the Student Senate President who is coordinating hurricane relief efforts and offered the Staff Senate's support and assistance. Cash donations for Red Cross efforts are being accepted at Talley Student Center. The Chair advised those campus community members who are interested in helping with relief efforts to review the University's coordinated efforts at www.ncsu.edu/hurricanehelp or contact the Red Cross. Long-term help may be given to the Red Cross through the selection of that organization via the Federal Combined Campaign.

Due to the state mandate to reduce the use of gasoline, campus lawn and landscaping maintenance is temporarily halted.

The Vet School has compiled supplies and brought its mobile care unit down to the Gulf region to aid displaced and injured animals. Monetary donations to the Humane Society are needed to fund treatment and care for these animals.

Announcements:

The reception for Provost Nielsen will be held September 12th following the Faculty Senate meeting. The Faculty Senate meeting is open for anyone who would like to attend; Provost Nielsen is the Guest Speaker.

The Chair has been invited to attend a meeting of UNC System Staff Council Chairs at the end of this month.

Remarks:

The first of five Master Plan Committee meetings will be held this Friday at EB1 on Centennial Campus. All campus community members are encouraged to attend at least one of these meetings to offer input and ideas for the future of our University.

The constituent list will be distributed shortly.

Adjournment:

The 2nd meeting of the 11th session was adjourned at 11:27am.

Next Staff Senate Meeting:

Next Executive Committee Meeting:

Wednesday October 5, 2005

Wednesday September 21, 2005

10:00am-12:00pm

10:00am-12:00pm

Faculty Senate Chambers

Room 220, Administrative Services III Bldg.

D.H. Hill Library

Submitted by: Judith Strickland, Administrative Secretary

Debbie Hunt, Secretary

Staff Senate