

NORTH CAROLINA STATE UNIVERSITY-approved version
Staff Senate Meeting
Faculty Senate Chambers, DH Hill Library
Wednesday October 4, 2006

Attending: Kay Anderson, Valerie Ball, Jon Barnwell, Gwen Bell, JC Boykin, Bob Brinson, Tracy Brown, Barbara Carroll, Shannon Carter, Randy Colby, Judith Daniels, Kathy Fuller, Pat Gaddy, Joe Goodrow, Joe Gulick, Nicole Harrell, Janet Harris, Cathy Harvey, Michelle Healey, Willie Healy, Pat Hill, Cheryl Howard, Debbie Hunt, Thomas Hunter, DJ Lane, Felicia Mangum, Todd Marcks, Laura Massengill, Ginger McGlamery, Jannette Mina, Marty Moody, Bill Piper, Sara Reese, Carlos Sanford, Brenda Shelton, Jean Sigmon, Patty Spears, Melanie Storey, Lee Thayne, Brendan Thompson, Elbert Turner, Rodney Vinson, E'very Ware, Melissa Watkins, Floyd Williams, Gail Willis, Sandee Zechman, Kimberly Zugay

Absent: Bessie Bukhay, Debbie Douglas, Miriam Hines, Carol Horne, Carrie Levow, Richard Palmer, Patty Routh, David Serxner, Corrinna Watkins, Thomas Young

Guests: Lauren Gregg, News Services; Terree Kuiper, Human Resources; Frances Milks, Chancellors Office; Joe Williams, University Benefits.

Call to Order: The 3rd meeting of the 12th session was called to order at 10:00am.

Guest Speaker: Kevin MacNaughton, Associate Vice Chancellor of Facilities

Mr. MacNaughton expressed gratitude for the opportunity to address the Senate. He gave an update on the capital plan and seemed pleased to announce a "downhill slide" of campus construction activity. Only three major projects have yet to begin construction; the Math and Statistics Building, Plaza within the Park Shop complex and the 1911 Building. He gave status reports on current bond-related construction projects and announced his department's focus on enrichment of outdoor areas to enhance the campus' aesthetic appeal and encouragement of social activity. He distributed hard copies of photography-laden calendars which highlight construction projects' contribution to the campus; these calendars were also included in the recent edition of the Bulletin. The photos included in the calendar were submitted by campus community members of various aspects of the campus; it was announced the photo contest will be an annual event and winners included in the calendar.

Mr. MacNaughton declared his pride in the NCSU Facilities Division familial employees. He acknowledged an announcement is forthcoming that will outline initiatives for the betterment of his departmental employees. He stated his hope that the new low-cost parking option for housekeepers will be utilized to help ease the financial burden of rising parking permit costs. He expressed his respect for the Staff Senate, its mission and its active response to expressed concerns. He encouraged staff members to channel their concerns to the Staff Senate for two reasons: their concern will be addressed and it may be of considerable benefit to other employees.

He opened the floor to questions. A query was raised about adequate legislative funding for repair and restorative projects; he responded that energy efficiency/conservation projects are taking priority. Planned projects include spot renovations, painting, HVAC overhaul and window replacement.

A query was raised about the recently vacated Alumni Building following the opening of the Park Alumni Center on Centennial Campus; the building is currently being repaired and was renamed Winslow Hall in honor of one of the three charter members of the original Watauga Club and founder of the NCSU Graduate School.

Guest Speaker: Dr. Tracey Ray and Felicia Baity, Multicultural Student Affairs

Ms. Baity expressed gratitude for the opportunity to address the Senate and promote the upcoming campus celebration honoring the 50th anniversary of the first African-American undergraduates at NC State. She distributed flyers which gave an overview of the students and the planned celebratory activities. She stated the four goals of the anniversary celebration were to educate and inform about NC State's commitment to diversity, to celebrate diversity, to honor the students who integrated the campus and to inspire the entire campus community.

The opening celebratory event on October 18th will be a historical overview of our campus and commemorate the achievements of the first twenty years of African American students at NC State.

Dr. Ray reviewed the tremendous efforts necessary to obtain historical data, to plan the numerous and varied events, to schedule eminent panelists and guest lecturers, and to archive the display materials for future reference. She outlined some celebratory activities and urged Senators to promote and invite their constituents to attend them.

- October 18th: Opening Celebration Event and Reception
- November 2nd: Civil Rights and the last fifty years; lecture by Nell Painter
- December 5th: Focus on Race Relations; discussion led by Reverend C.T. Vivian
- January 11th: Dr. Martin Luther King, Jr. Celebration; lecture by Dr. Clayborne Carson
- January 31st: Recruitment, Retention and Graduation of African American students; panel led by Dr. Dwight Williams

A complete listing of lectures, films and activities can be found at: www.ncsu.edu/msa/goldenanniversary.php

A commemorative publication, poster and DVD will be available later next year.

Guest Speaker: Barbara Carroll, Associate Vice Chancellor of Human Resources

Ms. Carroll presented the results of a benefits study conducted by UNC General Administration. The study looked at how faculty and staff benefits at the campuses of the UNC system compared to their designated “peer” institutions. NC State’s 16 peers include universities like Penn State, Texas A&M, Wisconsin, UC-San Diego, Cornell, Georgia Tech, Florida, and Maryland.

While it is difficult to compare benefits precisely, due to the wide variety of medical and retirement plan designs, the information did reveal some overall differences. In general, UNC (and thus NC State) employees must contribute more -- and the employer contributes less -- than at peer institutions, for both healthcare and retirement. UNC is constrained by State of North Carolina structures, including the State Health Plan and the State Retirement System, while many other public universities have more independence from their state systems and are able to design benefit programs more customized to a university environment and more reflective of the academic competitive environment.

A question was raised about the costs and challenges of enhancing benefits for all State employees in order to meet UNC’s needs. Ms. Carroll noted a recent study commissioned by UNC System President Erskine Bowles, known as PACE, which included a review of barriers to efficiency and effectiveness in Human Resources and other areas. The PACE committee recommended that the University system pursue the option to become more self-contained, in order to be better able to directly manage its human resource decisions such as pay and benefits for university employees. This might allow UNC to do things like reduce mandatory employee contributions, and increase employer contributions, toward retirement and dependent healthcare, without forcing all State agencies to make the same changes.

Guest Speaker: Yvette Griffin, Director of Benefits

Ms. Griffin acknowledged a concern raised about the change in the mental health benefit with the new PPO plan; she reviewed in- and out-of-network mental health care expenses. In sum, thirty mental health visits are included per benefit year and there is an appeals process in place to petition for additional visits; in-network providers require a co-pay but there is no deductible.

Ms. Griffin announced the open enrollment period is October 2nd through November 3rd. The first step for employees should be to review their current pay and benefits options by either logging onto Employee Self Service located on the Administrative Portal or by contacting their [Benefits Counselor](#) for additional assistance. Complete benefits information can be found online or in the benefits handbook.

STEPS (Steps To Effective Pre-Retirement Strategies) Workshops are being offered to offer ALL employees retirement and financial planning aid. Workshops will be held during lunch hours, employees are encouraged to bring a brown-bag lunch. Registration is via the benefits website.

Planning has begun for the 2007 Employee Appreciation Week scheduled for March 5th through 9th. A query was raised regarding the substance abuse benefit. Ms. Griffin reviewed the coverage; \$8,000 per year/\$16,000 maximum lifetime benefit, particulars are similar to the mental health benefit.

A reminder was given that employees must annually re-enroll for NC Flex benefits. Flex dollars can be used for child care and medical expenses and are taken out on a pre-tax basis. Enrollment may be done at ncflexonline.org.

A query was raised regarding coverage for cancer treatment. Currently Duke and UNC-CH based physicians are mostly out-of-network providers. Ms. Griffin recommended speaking with the physician's billing staff for advice.

A query was raised about whether any retirement/financial planning workshops are geared for younger employees; Ms. Griffin stated that there are some specifically designed for younger employees and recommended those interested review the workshop schedule and descriptions at the Benefits website.

Ms. Griffin announced free flu shots are available for SHP enrollees and numerous on-campus clinics are scheduled. Shot clinic and registration information can be obtained at the Benefits website.

Roll Call: A roll call was performed by Laura Massengill to ensure accurate attendance records.

Approval of September 6, 2006 Meeting Minutes: The minutes were approved as written.

Budget Report: There was no budget report given.

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

Ms. Carroll reported continued efforts to enhance the affordability of child care, in particular scaling the discount depending upon employee wages.

Ms. Carroll strongly recommended that employees take advantage of the flexible spending accounts for medical and child care expenses; it is estimated employees can save approximately 40% more of their wages for these expenses because the flex dollars are deducted on a pre-tax basis. In addition, she recommended employees take advantage of the free retirement and financial planning workshops offered through the NCSU Benefits department.

Career banding is on track with institutional services personnel; administrative support personnel banding is nearing completion.

Committee Reports:

Chair:

The Chair presented Andy Willis with a plaque of appreciation during his farewell reception.

The Chair attended the recent Faculty Senate, University Budget Advisory, University Liaison and Board of Trustees meetings.

The Chair spoke at the September 14th meeting of the North Carolina Association of Cooperative Extension Secretaries in Southern Pines. He addressed the topics of inclusion of EPA employees into the Staff Senate and the division of District 14 (College of Agriculture and Life Sciences) into Districts 14A and 14B.

The Chair presided over the September 20th Executive Committee meeting.

The Chair attended the dedication of the Joyner Visitor Center.

Vice Chair:

There have been no recently submitted Issues of Concern.

Governance:

There was no report given.

Human Resources:

The Committee Co-Chair thanked Yvette Griffin and Joe Williams for the benefits update, especially the clarification of the PPO plan mental health benefit.

Clarification was received regarding inclusion of Cooperative Extension field faculty into the Staff Senate.

Diversity:

Dr. Marcia Gumpertz attended the October 4th meeting and provided insight and an overview of the Office of Diversity and African-American Affairs' comprehensive diversity plan and discussed ways of implementing and assessing diversity training. This committee will partner with the aforesaid office for mutual goal achievement.

Committee members discussed participation in upcoming campus events and reviewed available diversity training for staff; there is a need for advertising and marketing diversity training opportunities.

The inclusion of a teepee in the Habitat for Humanity shack-a-thon was upsetting to some members of the campus community. An educational session with Brett Locklear will be scheduled to learn more about Native American customs and the religious and cultural significance of the teepee.

Committee members will work with Dr. Gumpertz on campus Human Rights Week activities.

Staff Senator Joe Goodrow has successfully completed National Coalition for Building Institute's Train The Trainer program.

Public Relations:

Committee members are coordinating planning efforts and assigning responsibilities to assure task completion.

Constituent lists will be distributed at the annual retreat to help facilitate an easier and thorough transfer of constituent contact information.

Staff Senate group photos will be taken after the conclusion of this meeting.

Resources and Environment:

Committee members discussed and planned efforts for committee goal achievement. This committee will continue their efforts to oversee the computer loan program.

Legislative Liaison:

Committee members coordinated the obtainment of Andy Willis' plaque of appreciation which was presented at his farewell reception. Andy's replacement will be invited to all committee meetings; an announcement of the new hire for the External Affairs position is expected shortly.

Committee members are drafting a letter of introduction for distribution to all newly-elected legislators.

Ad hoc committee (UNC System Staff Assembly delegates): There was no report given.

Old Senate Business:

Suggested wording for by-laws change to reflect EPA representation will require further consideration and input from Human Resources' Administrators. A revised wording of the by-laws change resolution is likely to be presented for a first reading at the November 1st meeting.

New Senate Business:

The Staff and Faculty Senates will co-host a Budget Forum on November 30th at 3:00pm. Topics to be discussed include how various campus funds are acquired and how they may be spent. There will be a question and answer session. Staff members were encouraged to attend.

Announcements:

Rodney Vinson reported the festivities during International Housekeeper's Week were enjoyable and well attended. He stated the guest speakers were both uplifting and encouraging to the attendees.

Public notice announcements were distributed about the upcoming Campus Police accreditation process scheduled for November 4th through November 8th. Open forums are scheduled and all campus community members were welcomed and encouraged to attend. Captain Joe Goodrow stated the Campus Police department standards are available for review at their headquarters.

The UNC System Staff Assembly inaugural meeting will be held October 16th and 17th in Chapel Hill. NCSU delegates for this organizational meeting are Staff Senate Chair JC Boykin, Chair Elect Gail Willis, Past Chair Melissa Watkins and Advisor Corrina Watkins. Two main goals of this organization are to ensure that all campus employees have representation and that all staff issues are addressed.

Remarks:

Staff Senate group photos will be taken after the conclusion of this meeting.

Adjournment:

The 3rd meeting of the 12th session was adjourned at 11:45 am.

Next Staff Senate Meeting:

Wednesday November 1, 2006
10:00am-12:00pm
Faculty Senate Chambers
DH Hill Library

Next Executive Committee Meeting:

Wednesday October 18, 2006
10:00am-12:00pm
Room 301, Admin Services III

Submitted by: Judith Strickland, Administrative Secretary

Laura Massengill, Secretary
Staff Senate