

**NORTH CAROLINA STATE UNIVERSITY- approved version**  
**Staff Senate Meeting**  
**Faculty Senate Chambers, DH Hill Library**  
**Wednesday, November 7, 2007**

**Present:** Ron Aman, Kay Anderson, Gwen Bell, Tracy Brown, Billy Bryant, Chastity Buehring, Lynn Burris, Steve Carlton, Judy Daniels, Robert Davis, Joan Davis, Noah Genzel, Joe Gulick, Mary Harrell, Mark Haven, Michelle Healey, Willie Healy, Pat Hill, Miriam Hines, Cheryl Howard, Jonathan Howell, Chris King, Christine Klein, DJ Lane, Carrie Levow, Dale Mackey, Todd Marcks, Laura Massengill, Jane McDaniel, Ginger McGlamery, Claudia Mello, Marty Moody, Cynthia Payne, Bill Piper, Sara Reese, Jill Schmitter, Jean Sigmon, Patty Spears, Rob Stevenson, Donna Stewart, Melanie Storey, Lee Thayne, Brendan Thompson, Christie Vann, Gail Willis, Mary Yemma, Sandee Zechman, Kimberly Zugay

**Absent:** JC Boykin, Jane Caldwell, Joe Darkoh, Deborah Douglas, Pat Gaddy, Jerry Hicks, Joy Holland, Amy Lubas, Vicky Merritt, Dana Temple, Elbert Turner, E'very Ware

**Guests:** Corrinda Watkins, Human Resources; Barbara Carroll, Assoc. Vice Chancellor Human Resources; Chad Austin, News Services; Frances Milks, Chancellor's Office; Terree Kuiper, Human Resources

**Guest Speaker: Marcia Gumpertz –Assistant Vice Provost for Faculty and Staff Diversity and Professor of Statistics**

Marcia Gumpertz began her presentation by distributing flyers. The first flyer was titled Campus Dialogue on Diversity and the topic was Staying Connected in a Culture of Disconnect (that is in a work culture). Dr. Maureen Walker, Stone Institute of Massachusetts will be speaking this afternoon from 3:00 – 4:30 in the Witherspoon Cinema.

Marcia shared other events such as Speak Truth to Power a photo exhibit from November 12<sup>th</sup> – December 15<sup>th</sup>. She explained that there would be photograph of portraits of human right defenders on human rights day, December 10, 2007. The opening reception will be Tuesday, November 13<sup>th</sup> from 3:30 – 5:30, in the African American Cultural Center Gallery on the second floor of Witherspoon Student Center. There will be African American drumming. At the reception, the Chancellor will be there to proclaim December 10<sup>th</sup> as human rights day.

She also shared that there will be a lecture on services offered by Wake County Human Services and the issues surrounding immigration, especially regarding children. Wednesday, Nov 7, 4:30 – 5:30, Brown Room in Talley Student Center.

**Additional Human Right Events:**

- Fall Ethics Speaker: Esther Ngumbi: Monday, November 12, 7:00 pm, Talley Student Center Ballroom.

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- National Homelessness and Hunger Awareness Week events:  
<http://ncsu.edu/csleps/service/index.htm> Esther Ngumbi's lecture is presented as part of Homelessness and Hunger Awareness Week. NCSU is offering a full slate of events and opportunities for service from November 12<sup>th</sup> through November 17 including a Hunger Banquet, Hunger and Homelessness Expo, and Helping Others with Leadership and Service Gleaning Service Project.

**Approval of Staff Senate Meeting Minutes of October 3, 2007**

Minutes were approved.

**Budget Report: Corrinda Watkins, Executive Assistant:**

Corrinda reported that the beginning balance that was received from Mr. Leffler is \$8,000; today we had expenditures of \$1, 527.46 with open commitment of \$405.08. Those commitments are for copy cards for the secretary and the Chair, pictures from last year that we were just billed for and a Staff Senate banner that we are just also being billed for. Corrinda also stated that she knows of a couple of open commitments still out there. She stated that this is not a true balance because we still have some expenditure, but as of today the balance is \$6,067.47. She also shared with us that Mr. Leffler has also been very gracious with the Staff Senate; he has given us a small amount of discretionary funds that we can use for our events and we need to thank Mr. Leffler for that. Gail shared that she sent a thank you note to Mr. Leffler from the Staff Senate thanking him for these additional funds.

**Committee Reports:**

**Chair Report/Executive Committee Reports:**

- Ø Oct. 2 – met with Governance Committee on proposed attendance bylaw revision
- Ø Oct. 3 – presented Staff Senate report to Dr. Stafford's Large Staff meeting
- Ø Oct. 3 – presided over the Staff Senate monthly meeting
- Ø Oct. 8 – attended the University Council meeting
- Ø Oct. 8 – co-hosted the University Budget Forum

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- Ø Oct. 10 – met with Barbara Carroll to discuss HR Task Force Initiative from President Bowles
- Ø Oct. 11 – presided over the Staff Senate Open Forum
- Ø Oct. 11 – attended the staff survey committee meeting
- Ø Oct. 12 – attended the Staff Assembly Chair’s video conference
- Ø Oct. 15 – met with the Governance Committee again on proposed attendance bylaw revision
- Ø Oct. 17 – presided over the Staff Senate Executive Board meeting
- Ø Oct. 18 – attended the UNC HR Task Force meeting in Chapel Hill
- Ø Oct. 23 - U.S. Secretary of Energy Samuel Bodman/tour of Nuclear Facility
- Ø Oct. 31 – attended the Liaison meeting
- Ø Nov. 7 – presided over the November Staff Senate monthly meeting
- Ø Nov. 7 – presented Staff Senate report to Dr. Stafford’s Large Staff meeting

Gail shared that she has sent a thank you note to Chancellor Oblinger thanking him for agreeing to meet with herself and Barbara Carroll on the goals of the Staff Senate and the proposals for this coming year. Gail also sent thank you notes to the following: Nicole Wood, The Honorable Janet Cowell, The Honorable Jennifer Weiss, Dr. Larry A. Nielsen, Kevin Howell, Ms. Marilyn Rutledge Stieneke, David Rainer, Barbara L. Carroll, Joseph P. Williams, Roger Henderson, Dan Soper, Bob Brinson, Amy Circosta, Charlie Leffler. Gail has also sent get- well notes to: Jane Caldwell, Elbert Turner and sympathy notes to: Laura Massengill, and Lianne Thayne.

**Administrative Report – Barbara Carroll – Associate Vice Chancellor of Human Resources:**

Barbara Carroll shared that the State Legislation passed a law regarding smoking effective January 1, 2008. There will be no smoking from all state buildings as well as a 25’ perimeter at buildings on our campus and near entranceways. Barbara also stated that they have developed a way to get emergency information via text messages.

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She explained that they would be asking for permission to text, because most plans have a charge attached for text messages.

A question was asked regarding to cell phones getting locked up at graduation. How will we be able to get around that situation? Barbara explained the university system has purchased a service called the pier system a technology that will allow us to send out mass messages in an efficient way. She explained that text could often get through on cell phones even when voice contact can't get through. A question was asked regarding career banding. Barbara stated that we have the end of this fiscal year to have everyone banded, which is our goal.

**Vice Chair:**

Michelle Healey stated that there was a concern from a constituent in regards to the bike path at the vet school. She stated that the constituent would find it very helpful to have a bike path especially when the State Fair is held. Michelle referred the matter to the Resources and Environment committee who reported back that the city of Raleigh has jurisdiction over that area.

Second concern is constituents from facilities and from extension offices reported trouble printing or having access to print pay advices (since copies are no longer being delivered to department). Michelle forwards this concern directly to Barbara Carroll.

Barbara stated that she will follow-up and did work with facilities to create alternatives to this problem and stated that they are working on it.

**Governance Committee:**

DJ. Lane reported that they have been working the past month regarding the proposed bylaw revisions that will be discussed later at this meeting.

**Human Resources:**

Carrie Levow reported that the field faculty has been denied access to the Faculty Senate. Barbara Carroll says that they are to be represented by the Faculty Senate and that she is working to make that happen. They are definitely not a concern of the Staff Senate.

**Diversity**

**Discussion Topics:**

- Housekeepers and grounds have no access to e-mail, therefore cannot view on-line pay stubs, and also are unable to change passwords.

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- Parking- Housekeepers have B permits but no place to park, because students park in “B” lots overnight, public safety will escort.
- Lactation rooms – make a regular policy to add lactation rooms, currently they are only in certain areas, 1 room in Tally Student center.
- BGLA – Changing name, voting on it next week, also preparing for new center in Talley.
- Change in legislation- State funds cannot be used for race alone (grants and scholarships).
- Building a proficient certification for college freshman on diversity, increasing diversity curriculums.

**Action Items:**

- Discuss with Albert Scott- head of housekeeping and Bill Beardell- head of grounds regarding the computer/passwords hurdle.
- Send e-mails regarding International Education Week, and Managing Diversity Class, to group.
- Compile a list of groups the Diversity Committee can interact with.
- Ask Gail Willis to inform us on the boundaries of the Diversity Committee.
- Complete Draft letter on the acknowledgement of the Diversity Committee and Staff Senate. Barbara Carroll and Corrinna Watkins reviewed letter. Purpose of letter to be sent from Staff Senate to various groups on campus letting them know that we are here for them.

**Public Relations:**

The PR Committee Chair Chastity Buehring reported that the Open Forum comments are being emailed to all senators and the pictures will be sent by campus mail.

**Resources and Environment:**

- 1) FOOD DRIVE
  - Ø The committee decided to distribute food to the smaller entities in Wake County
  - Ø Reminder to remove all food drive flyers at the end of the collection

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- 2) COMPUTER LOAN PROGRAM
  - Ø Relicensing agreements, cleaning of hard drives, system software upgrades were discussed
  - Ø Sandee will begin to streamline the program in preparation for the Next committee chair
  - Ø Surplus old monitors and secure new ones
  - Ø Goal to prepare new computers for loan
  
- 3) RIDDICK STADIUM
  - Ø Request submitted by UGSA for support of a memorial to commemorate Riddick Stadium
  - Ø Pass the resolution on to the Staff Senate
  - Ø Noah Genzl volunteered to join the AD Hoc committee
  
- 4) PEDESTRIAN SAFETY
  - Ø Committee discussed community awareness in regards to pedestrian safety. Included in the discussions were problem areas, signage, and ways to educate the campus community.
  - Ø Further discussions will be necessary
  
- 5) CONSTITUENT REQUEST
  - Ø A request was made by a constituent to investigate the possibility of a bike path from Hillsborough St to Blue Ridge to the Vet School
  - Ø The constituent will be informed that much of the area is under the jurisdiction of Raleigh and of the many changes that will be occurring in and around this area.

**Legislative Liaison:**

Rob Steveson reported they had their meeting before the Staff Senate Meeting. One of the committee members will contact Valerie Ball to set up a teleconference to ask questions. Rob also shared that they are going to ask senators if they have any concerns that fall within the legislative liaison area to share it with them. He explained that most concerns that come to the HR committee will probably affect us one way or the other. Rob stated they set up some of their goals for this upcoming year. One of the main goals is to work in conjunction also with the staff assembly. Rob asked do they have a legislative group? and Gail responded yes. Rob would like to hear what is going on there as well so they can be on the same page. Gail stated that she will email them to contact Rob for any updates. He also explained that the mission statement in the book is fine. Rob stated that they thought about changing it but then decided not to.

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**Old Business:**

DJ Lane made a motion to take from the table the previous proposed bylaw changes Article III Section I-G remove from office. Also he stated that he would like to make a motion to re-read the changes to the bylaw and have a discussion on concerns and afterwards to vote on it.

The motion was carried to remove from the table the first reading of the proposed bylaw change that was first read at the October meeting.

The proposed bylaw was read and revised to include the following change:

The Staff Senate Chair or designee will contact the senator and investigate all recommendations for removal of any staff senator and report the finding to the Executive Committee.

The proposed change to Article III Section 1-G was passed in the Staff Senate by a vote of 32-4 with 3 abstaining.

**New Business:**

DJ Lane stated the Governance Committee would meet the first Wednesday of each month at 9:00 a.m. before the Staff Senate Meeting.

**Announcements:**

Laura Massengill shared that she is on the Crime Stoppers Committee and that she needs some Staff Senate representation at least two to represent the staff. She shared if any one here would like to join us they are meeting this afternoon at 5:15 p.m. and the meeting lasts 30 – 45 minutes.

Rob Stevenson shared that the Athletics are going to offer discount tickets on two basketball games and will send flyer to Nancy.

Gail stated that we have two new senators today, Kim Zugay and Chris King. Also, the Staff Senate web site has been updated, and the committee information will be updated. The Chancellor's letter should be sent out hopefully next week.

**Remarks:**

There were no Remarks.

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**Adjournment:**

The 4<sup>th</sup> meeting of the 13<sup>th</sup> session was adjourned at 12:00 p.m.