

NORTH CAROLINA STATE UNIVERSITY-approved version
Staff Senate Meeting
Faculty Senate Chamber, DH Hill Library
Wednesday, October 3, 2007

Present: Kay Anderson, Gwen Bell, Bob Brinson, Tracy Brown, Billy Bryant, Chastity Buehring, Lynn Burris, Jane Caldwell, Steve Carlton, Judy Daniels, Joe Darkoh, Robert Davis, Joan Davis, Pat Gaddy, Joe Gulick, Mary Harrell, Michelle Healey, Pat Hill, Miriam Hines, Joy Holland, Cheryl Howard, Jonathan Howell, Chris King, Christine Klein, DJ Lane, Carrie Levow, Amy Lubas, Dale Mackey, Todd Marcks, Laura Massengill, Jane McDaniel, Ginger McGlamery, Claudia Mello, Vicky Merritt, Marty Moody, Cynthia Payne, Bill Piper, Sara Reese, Jill Schmitter, Jean Sigmon, Patty Spears, Rob Stevenson, Donna Stewart, Melanie Storey, Dana Temple, Lianne Thayne, Brendan Thompson, Elbert Turner, Corrinda Watkins, Gail Willis, Nicole Wood Mary Yemma, Sandee Zechman, Kimberly Zugay

Absent: Ron Aman, JC Boykin, Noah Genzel, Mark Haven, Willie Healy, Jerry Hicks, Christie Vann, E'very Ware

Guests: Amy Circosta, OEO; Dr. Marcia Gumpertz, Diversity and African American Affairs; Charlie Leffler, Vice Chancellor For Finance and Business; Deborah Wright, Human Resources; Melissa Watkins, Transportation

Call to order: The 3rd meeting of the 13th Session was called to order at 10:00am.

Roll Call: A roll call was performed by Ginger McGlamery to ensure accurate attendance records.

Guest Speaker: Amy Circosta, Assistant Vice Provost & Director of Harassment Prevention Program:

Amy Circosta began her presentation by distributing handouts. She explained in detail that all NCSU employees are required to complete a training program approved by OEO once every five years. Supervisors are required to complete a supervisor-specific approved training program once every five years. She stated that 5,000 employees were trained in her 2 + years of training. Amy responded to a question that was asked and stated that she is working with the individuals on training for the county extension employees.

Options for Requirement Fulfillment:

To schedule, call Amy Circosta at 513-1234. For an Open Enrollment training session register at http://www.ncsu.edu/equal_op/harassment/DHPR_training.html. Complete the Discrimination and Harassment Prevention and Response Online Training Module <http://www.ncsu.edu/project/oEO-training/harassment/>. This option is not available for supervisor-specific training.

Approval of Staff Senate Meeting Minutes of August 1, 2007 and September 5, 2007

Minutes were approved with revisions.

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Administrative Report – Corrinda Watkins, Executive Assistant:

NC Flex Open Enrollment is being conducted now through November 2, 2007. Dental went up 2 percent.

Budget Report: Corrinda Watkins, Executive Assistant:

Senate Budget:

July: \$8,000.00
Expenditures: \$615.12
Open expenses: \$200.00
Balance: \$7,184.88

Committee Reports:

Chair Report/Executive Committee Report:

-Met with Chancellor Oblinger Aug. 30 – Chancellor was very supportive of the Staff Senate and appreciative of our efforts. A letter from the Chancellor will be sent to each staff senator recognizing their appointment and giving them his support. A copy of the letter will be sent to the Deans and the senator's supervisor.

-Attended the Beginning of the Year Program for Student Affairs on Sept. 7

-Attended budget Advisory Committee meeting Sept. 7

-Housekeeping Appreciation Events the week of Sept. 10-14

-Presented Staff Senate Report to the Board of Trustees Sept. 21

-Appointed to the President's Task Force – First meeting Sept. 24 in Chapel Hill

-Attended Staff Assembly as a delegate on Sept. 25 and 26 in Chapel Hill

-Interviewed prospective candidates for the Staff Senate Administrative Assistant position

-Staff Survey Committee meeting Sept. 27

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Vice Chair:

1. Lisa Fiedor in presentation to Staff Senate 9-5-07 requested that SS take up issues of lack of crosswalk clarity; lack of stop signs; and need for information to be included in student orientation about crosswalks. This issue will be referred to Resources and Environment committee for action.
2. Extension employee contacted SS to say that the advice in water conservation pamphlet was incorrect. Forwarded comments to Lynn Burris who forwarded to office that put out tract. Heard back from constituent's senator that concern had been taken care of.
3. Anne Wessing - College of Design – sent email via SS web site to say that she has not received any communication from her staff senator in over one year. Michelle Healey sent response to Anne with info on Open Forum and Budget Forum. Received email from Ginger McGlamery that senator listed for her is Lee Thayne. Contacted Lee who immediately added Anne to Design School listserv.
4. Received constituent concern about tuition waiver proposal for faculty and staff. Michelle Healey requested that Gail introduce to Staff Assembly (SA). She did and I received a call from JoAnne McKnight (outgoing vice-chair of SA) that that SA would in fact take up this issue this year for all 16 member campuses. Forwarded end of year HR sub-committee report to JoAnne and sent contact person and info for peer benefits study for further information.

Governance:

New Business:

1. Todd Marcks explained that nominations for voting districts need to be ready by January 2008 at the latest.
2. Steve Carlton suggested going through the Proposed By-law change by each sentence, to determine if the change was acceptable to the committee.

Human Resources:

1. GIBC Report
 - a. Benefits administered by NCSU (not subject to legislative approval) are all after-tax and include life insurance, disability, child care, 403b. GIBC voted and unanimously supports life insurance benefits for domestic partners.

New Leave Administration unit created within HR. This new unit will handle FMLA, military leave, scholarly leave, shared leave, family illness leave, workers comp.

2. Constituent Concerns addressed.

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Diversity:

Member Jill Schmitter is interested in being our representative on the Council on the Status of Women.

The committee decided that a letter, on Staff Senate letterhead, should be drafted and sent to the various diversity groups on campus letting them know that we exist and are there for them should the need arise. Dale Mackey will obtain the list of faculty advisors for the various groups. Upcoming events mentioned included National Hispanic/Latino Heritage Month, September 15 – October 15; Women's Center Chocolate Festival; Minority Career Fair October 17-18; Take Back the Night, October 23.

Public Relations:

The PR Committee Chair Chastity Buehring reported that the Staff Senate pictures would be today after the meeting and reminded everyone of the Open Forum.

Resources and Environment:

Sandee Zechman reported that the committee is concerned with the ability to recycle Styroform, and they will be working with campus recycling on this issue.

Discussion held reference:

Bio-medial Waste Removal

Computer Loan Program

Styrofoam Recycling

CVM Construction – Safety Issues

Community Services Projects

Sandee Zechman ask the Senate to participate in the campus wide food drive for the holiday season. A flyer will be posted with all the details

- The Committee will initiate a food drive. Drop off locations and fliers will be discussed at the next meeting. Jonathan Howell suggested we include a SPCA food drive as well.

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Legislative Liaison:

Rob Stevenson reported that he has secured two legislators to attend the Staff Senate Forum.

Old Business:

The Adhoc Committee that was to address the attendance by-law change was disbanded and all open issues were sent to the Governance Committee.

DJ Lane requested additional volunteers for the Governance Committee.

New Business:

DJ Lane provided a bylaw change Article III Membership. Discussion ensued. Bylaw proposal was tabled until after the second speaker presented.

Guest Speaker: Charlie Leffler, Vice Chancellor For Finance and Business:

Charlie Leffler took questions to be discussed at Open Forum October 8. He stated that this is the 3rd year of the Budget Forum and he shared information on the budget process.

Announcements:

-Nicole Wood resigned as Senator.

-Laura Massengill proposed a date for a cook out next June.

-The bylaw proposal was brought back to the table for discussion. A motion was made and seconded to have a second reading of the bylaw change at the next Staff Senate Meeting. Motion was carried.

Remarks:

There were no remarks

Adjournment:

The 3rd meeting of the 13th session was adjourned at 12:00 pm.