

NORTH CAROLINA STATE UNIVERSITY – approved version
Staff Senate Meeting
Faculty Senate Chambers, DH Hill Library
Wednesday, October 1, 2008

Present: Paul Adams, Ron Aman, Chris Austin, Gwen Bell, Donise Benton, Tracy Brown, Christine Brownfield, Billy Bryant, Marcia Bryan, Thelia Burrell, Lynn Burris, Steve Carlton, Randy Colby, Susan Colby, Erica Cutchins, Judy Daniels, Joe Darkoh, Robert Davis, Joan Davis, David DeFoor, Emily Dell, Michael Ellison, Regina Gardner, Mary Harrell, Michelle Healey, Shirley Jones, Valerie Jones, Sandy Kanupp, Christine Klein, David Ladrie, DJ Lane, Carrie Levow, Fran Little, Douglas Lynn, Dale Mackey, Laura Massengill, Jane McDaniel, Claudia Mello, Vicky Merritt, Cynthia Payne, Catherine Reeve, Consuelo Rodriguez, Marquette Russell, Jill Schmitter, Missy Seate, Beth Simmons, Rob Stevenson, Dana Temple, Elbert Turner, Peter Vanderpoel, Melissa Watkins, Mary Yemma

Absent: Corrie Cadwallader, Tuesday Cross, Randy Davis, Wrennie Edwards, Melissa Godwin, Pat Hill, Joy Holland, Kenneth Holland, Shannon James, Amy Lubas, Mary Lee Mazarick, Kent Rorem, Joy Smith, Donna Stewart, Marie Talley, Ann Turner, Christie Vann, Gail Willis

Guests: Barbara Carroll, Corrinda Watkins

Call to Order: Chair Laura Massengill called to order the 3rd Meeting of the 14th Session

Guest Speakers: Jim Martin, Chair Faculty Senate
Greg Doucette, President – Student Senate
Jay Dawkins, President – Student Body

Greg Doucette President of the Student Senate spoke on the relationship between the Student Senate and the Staff Senate. Greg Doucette read the following North Carolina State University Mission Statement:

The mission of North Carolina State University is to serve its students and the people of North Carolina as a doctoral/research-extensive, land-grant university. Through the active integration of teaching, research, extension, and engagement, North Carolina State University creates an innovative learning environment that stresses mastery of fundamentals, intellectual discipline, creativity, problem solving, and responsibility. Enhancing its historic strengths in agriculture, science, and engineering with a commitment to excellence in a comprehensive range of academic disciplines, North Carolina State University provides leadership for intellectual, cultural, social, economic, and technological development within the state, the nation, and the world.

The Student Senate is given a number of duties by the Student Body Constitution but our top three duties are:

1. To act as an advocacy body, addressing the concerns of the student body, and bringing these concerns to the attention of the University.

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2. Allocate Student Body funds to agencies of Student Government and to such SORC-registered organizations the Senate deems will be the best use of Student Body funds.
3. In conjunction with the Department of Athletics, determines student ticket distribution policies for football and mens basketball games.

The Student Senate is vested with the supreme legislative power for the Student Body by the Student Body Constitution. The body of Senate is comprised of 64 students who proportionally represent each of the University's schools and colleges, including undergraduates, graduates, and non-degree students.

The work of the Senate is largely accomplished by its numerous committees, which focus on specific areas of student concern. The primary committees are the seven standing committees. These committees are: Academics, Campus Community, Finance, Government Operations, Public Affairs, Tuition and Fees, and University Affairs.

Greg Doucette ended his presentation by thanking the Staff Senate, and he extended an invitation to Senators to attend their Student Senate meetings.

Approval of the Staff Senate Minutes of September 3, 2008.

The minutes were approved with revisions.

Jim Martin Chair of Faculty Senate began his presentation discussing how the Faculty and Staff Senate can work together. Jim Martin shared the Faculty Senate is a body of representatives from each college, school and other constituency of the University. Each faculty senator serves as a liaison between the governing body of the faculty and the faculty of the constituency that the senator represents. Senators report regularly to their constituencies on the deliberations of the Senate, meet as a delegation with the dean or other appropriate administrator of their constituency, bring issue of concern from their constituencies to the Senate for consideration, and act as facilitators of faculty participation in the governance of the University.

Jim Martin discussed roles of the mediation process. He explained this process would take place before a grievance is filed. He further explained mediation is an effort by the participants to reach an agreement through negotiation and discussion. Mediation is not an adversarial process. Participants work together at cooperative problem solving, and the participants, not the mediator, control the outcome. A settlement is based upon the voluntary agreement of the participants.

Jim Martin also discussed tuition waiver for dependants of employees. He also discussed UNC Tomorrow and shared their concerns on issues. Jim Martin extended an invitation to attend the UNC Tomorrow meeting October 15th at 3:00 p.m. in the Talley Ballroom. He

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noted, although this format is intended for faculty, it is an open meeting and all are welcome to attend. Jim Martin also discussed the concerns the University is facing on the future growth of NC State. Jim Martin ended his presentation expressing gratitude to the Staff Senate and offered to answer any questions from Senators.

Jay Dawkins President of Student Body shared he is committed to addressing student concerns and issues. Jay Dawkins expressed his dedication to increasing student participation and awareness on issues that are important to all. He stated his effort to work along side campus police on Halloween to make sure Hillsborough Street remains accessible to all and safe. He stated we are trying to promote something positive on Halloween. This Halloween we are asking students to donate food for the hungry. Our program is called Spook for Hunger, and we feel this is a great way for students to have fun as well as supporting a great cause. Jay Dawkins also shared they are working with transportation to assist with recommendations to help alleviate the congestion on campus.

Jay Dawkins ended his presentation asking Senators if they had any questions. He also thanked the Staff Senate for extending his invitation to speak.

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

Barbara Carroll announced NC State University's Worksite Kick-Off Celebration would be on October 10th from 9 a.m. to 11:00 a.m. at the Carmichael Recreation Center. The event will feature blood pressure checks, flu shots, body fat screenings, nutritional information, massages, informational booths, prizes, music, and much more. The kick-off will introduce our newly created worksite wellness program for NC State employees. This program is designed to improve health awareness as well as assist in changing and maintaining a healthy lifestyle.

Barbara Carroll reported that UNC announced a new 403b retirement program. Thanks to the IRS, important changes are coming for all 403b retirement plans. The new programs and requirements must be "up and running" by January 1, 2009. Through a competitive review process, the University has selected TIAA-CREF and Fidelity to be our providers for a wide range of 403b services.

Barbara Carroll shared the office of State Budget has planned a 2 percent budget cut. This may increase if the economy worsens.

Budget Report – Corrinna Watkins, Advisor

Corrinna Watkins shared we began our balance with our allocated funds of \$8,000 from Mr. Charles Leffler. As of today, we had expenditures of \$546.39, which primarily were for the Staff Senate Retreat. We also had expenditures from our lease warehouse

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agreement and expenditures for plaques that had been purchased for our out-going Chair Gail Willis. Corrinda Watkins reported our current balance is \$7,453.61. Corrinda Watkins also reminded the Senators if they have any outstanding invoices to please forward them to her.

Chair Reports:

Chair Laura Massengill attended the following:

- University Council Meeting - September 6, 2008
- University Budget Advisory Committee - October 1, 2008
- Staff Assembly Meeting in Chapel Hill - October 9th and 10th

Vice Chair:

Michelle Healey reported concerns regarding some constituents were not allowed to use comp time for winter break. Carrie Levow kindly responded with an example on the reasons why employees were not allowed to accrue comp time for the purpose of use during winter break.

Governance:

Steve Carlton reported the governance committee picked back up with review of the bylaws from where it left off at the last meeting. The last section being discussed was Article IV: Officers and Elections. Topics discussed were as follows:

1. Information about Officer duties in the bylaws should only include parliamentary responsibilities.
2. Other Officer responsibilities should be moved to working papers.
3. The positions of Officers themselves are not voting positions.
4. Discussed making a new section under Article III: Representation and Membership that defines “Advisor” positions, which would include HR advisory personnel and the past Chair. Those positions specifically would not be able to vote, make motions or second motions unless they were also serving in a full senate seat.
5. Information about the Staff Senate – paid Secretary was also brought up, as to how to keep the position listed or defined in the article.

Human Resources:

Upon the recommendation of the Executive Board, Sheri Schwab has been asked to join the HR committee at the November meeting to discuss the new pay class, COSS (County Operations Support Staff) and to decide if the HR Committee needs to make a

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recommendation to Rules and By-Laws Committee to include the COSS pay class in the Staff Senate Rules & By-Laws.

Constituent Question: Teree Kuiper, HR Liaison reported she had received an updated position paper from Frankie Senter, University Payroll Coordinator in response to the bi-weekly payroll question from a constituent. This issue was addressed in February 2002 by Brian Simet and the HR Committee had requested an update. It would be a huge endeavor to switch to a bi-weekly payroll, which would impact benefits and pose a lot of transition issues.

Laura Massengill will be attending the UNC Senate meeting and will try to get an update on the Tuition waiver to report back to Staff Senate.

HR Committee is continuing discussions on Employee Appreciation Week and coordinating recognizing County Extension Centers during the week. Soliciting feedback from the county offices and will discuss with Sheri Schwab. Any suggestions are appreciated as this will be an on-going committee project for this year. Sheri Schwab has been contacted for her input and guidance on this project.

Constituent Concern: Use of compensatory (comp) time for mandatory time at Winter Holiday – yes, comp time can be used for the mandatory two days leave during the Winter Holiday. Actually, it is encouraged that as long as there is work to be done, employees be allowed to work extra hours to accrue comp time. An e-mail comes out every year reminding employees about the two days at the end of the year and what kinds of time can be used to cover it. There was some discussion regarding department heads that do not allow comp time to be accrued; this is within the department head's discretion.

Constituent Concern: E-mail from a constituent regarding the fact that our insurance plan will not pay for a nutritionist, of her own choosing, to assist in weight loss. Discussed at GIBC meeting on 10/13/08--recommendation that constituent work with her doctor and the State Plan Health Coach. The insurance plan may pay for services depending on the doctor's recommendation.

Constituent Concern: E-mail received regarding a "profane" bumper sticker on a vehicle frequently parked at the College of Veterinary Medicine. E-mail response from the Dean of the College of Veterinary Medicine (CVM) states "...The bumper sticker is clearly a personal statement and does not represent the views of the University or the College of Veterinary Medicine. While the University does not condone the bumper sticker, it will also not censor personal political statements this far removed from the immediate work environment." Among other statements, the same e-mail stated that after conferring with NCSU legal counsel and the Chancellor's Office, he considers this matter closed, that additional e-mail exchanges regarding this issue are not likely to change anyone's opinion or the situation, and that he believes the best response at this point is for everyone to ignore

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and to not perpetuate further e-mails on this topic. Teree Kuiper will have Marc Okner, Director of Employee Relations share with us (at our November meeting) what transpired from the HR side so our committee will have a full picture of what has been addressed regarding this concern.

Diversity:

Jill Schmitter reported the following:

Upcoming events:

Hispanic –Latino Heritage month – September 15th - October 15th

(Look for events at the Brickyard)

October 7th College of Textiles – Hispanic Festival – 11:30am – 2:00pm

October 16th - Campus Dialogue for Diversity – Latino/Hispanic Task Force Report, discussion on the report and recommendations – 126 Witherspoon student Center 3-5:00pm

Discussion:

Study Circles are up and running through the Office of Equal Opportunity - See attached website for more details - http://www.ncsu.edu/equal_op/education/study_circles.html

Dr. Gumpertz handed out resources and information for – Diversity at NC State and Women at NC State

Brainstormed on items to add to Diversity Fact Book

- Tenure promotion
- Not gaining minority faculty
- Incentives for faculty

Action Items:

Dale MacKey to attend Latino/Hispanic task force meeting October 16th

Jill Schmitter to invite Student Diversity Council to speak at Diversity Committee Meeting for November

Contact Resources and Environment Committee regarding CALS tailgate at the ECU football game regarding political banners getting torn down – question police presence

Contact Marcia Gumpertz regarding resource handouts see if she can send them electronically

Public Relations:

Claudia Mello reported the following:

1. Going ahead with the Open Forum on line, hopefully this month.
2. Taking individual pictures for people who missed the group shot and being placed in-group staff senate photo.

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3. In the process of getting The Voice out as we are a few months behind.
4. Started talking about staff senate polo shirts.

Resources & Environment:

Cynthia Payne reported on crosswalks. Cynthia noted she would be working with transportation and report back her findings at the next Staff Senate meeting.

Legislative Liaison:

Ron Aman reported the Voter Information document went out to Staff Senators for distribution. A special thank you to Emily Dell and the rest of the Legislative Liaison Committee members for pulling this document together in a timely manner.

Rob Stevenson met with Kevin Howell regarding hosting a North Carolina State Treasurer Candidate fireside chat before the November election. There was much support for the idea and the two candidates were invited to the October 10th Personnel Connections Meeting. In the end, neither candidate accepted the invitation due to scheduling conflicts. We are planning to invite the winner of the election to campus for discussions on the retirement plan after the election.

We are monitoring the State Health Plan projected shortfall and the potential impact it will have on staff. We are trying to determine what the legislative course of action will be and are in the process of forming some alternatives to propose to minimize the expected profound impact on staff. We expect to visit downtown during the long session of the legislature to voice our concerns.

There will be a change of location for the next Legislative Liaison Committee meeting, tentatively the Talley Student Center Walnut Room, unless otherwise notified.

Some concern over posted campaign signs was raised. It was determined that it is allowed as long as the appropriate permits were obtained.

The next Legislative Liaison Committee meeting will be November 1, 2008 at 9:00am in the Talley Student Center Walnut Room.

Old Senate Business:

Chair Laura Massengill reported the constituent list would be available soon.

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New Senate Business:

Chair Laura Massengill asked for a volunteer for the Committee on Committee meeting. The Retreat evaluation will be emailed shortly. Chair Laura Massengill shared that an email will be sent regarding UNC Sustainability Committee and she would like feedback no later than October 14th. OIT Expo will be held on October 9, 2008 in the Talley Student Center on campus.

Remarks:

Adjournment: The 3rd Meeting of the 14 Session was adjourned at 12:00 p.m.

>Next Staff Senate Meeting: November 5, 2008
10:00 a.m. – 12:00 p.m.
Talley Student Center, Room 4115 (Walnut Room)

>Next Executive Committee Meeting: Tuesday, October 14, 2008
10:00 a.m. – 12:00 p.m.
Williams Hall Room 4401

>Next Staff Senate Video Conference: Friday, October 24, 2008 from
10:00 a.m. to 12:00
TBD

Respectfully submitted by: Nancy Phillips, Staff Senate Administrative Secretary