

North Carolina State University
Wednesday, October 2, 2013
College of Veterinary Medicine Library, Room A101

Present: Miriam Hines, Elizabeth Russell, Patty Spears, Brandon Moore, Kathy Dick, Molly Bradshaw, Amanda Holbrook, Christine Epps, Maria Moreno, Sharneen Nokes, Jamarian Monroe, Joshua Gira, James Jeuck, David Kelly, Rosalie Tisa, Joanie Aitken, Nicole Burgos, Liz Moore, Steve Bostian, Lee Ann Clark, Joe Sutton, Tenille Naumann, Janice Coats, Wall Crumpler, Erica Wisecup, Kate Christenbury, Wyona Goodwin, Natalie Freeland, Hilary Kinlaw, Randall Rehfuss, Jim Stewart, Clifton Williams, Brenda Wilson, BJ Okleshen, Sherry Lynn, Peggy Elliott, Ryan Hancock, Susan Colby, Corrinda Watkins

Absent: Robin McGehee, Edward Brown, Kim Paylor, Brian O'Sullivan, Anita Keith, Maurice Alcorn, Robert Bradley, Carl Dudley, Charles Craig, Matthew High, Dustin Wheeler, Brenda Asbury, Chris Terwilliger, Judy Daniels, Robert Davis, Carol Reilly, Joy Smith, Sandy Gove, Phyllis Laughlin, Lossie Rooney, Cathi Phillips, Anna Lamm, Amy Kunkle, Roger Sims, Melissa Simpson, Martha Barrick, Jason Austin, Tom Karches, Darren Fallis, Kerri Rayburn, Karin Cousineau

Chair, Ryan Hancock called the 4th meeting of the 19th session to order.

Guests: D. Paul Lunn, Dean of the College of Veterinary Medicine

Captain Ian Kendrick, Public Safety
Brenda Wilson, NC Cooperative Extension

Dean Lunn expressed gratitude for his invitation to speak and reported on the following highlights:

The College of Veterinary Medicine at North Carolina State University is comprised of three departments, which are Clinical Sciences, Population, Health and Pathobiology, and Molecular Biomedical Sciences. The Veterinary Teaching Hospital provides tertiary care for both small and large animals. These units provide the framework for the important work the College undertakes in Companion Animal Medicine, Equine Health, Food Supply Medicine, Ecosystem Health, Animal Welfare and Biomedical Research. Through these six areas, the College prepares the next generation of veterinarians and veterinarian scientists, conducts bench and clinical research to solve animal and human health problems, addresses critical ecosystem and public health issues, helps protect the U.S. food supply, and promotes a clearer understanding and appreciation of the ramifications related to the growing human-animal bond that is at the center of these concerns.

Dean Lunn reported on the Center for Comparative Medicine and Translational Research. The mission of the CCMTR is to promote scientific discovery and facilitate its clinical application to achieve the goal of improving the health of animals and humans. The needs of the patients direct the emphasis of basic research, patient samples provide the critical resource to investigate the basis of disease, and patient participation in clinical studies is required to generate the evidence needed to apply new drugs, vaccines and technology to the broader patient population.

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Dean Lunn shared information on the eradication of rinderpest, or "cattle plague," which was a viral disease that affected cattle, buffalo, sheep, goats, and wild animals such as antelope, giraffe, kudu, and wart hogs. It could kill entire naïve cattle and buffalo herds, but susceptibility varied among species. Dean Lunn reported that Dr. Peter Cowen, who is an associate professor of epidemiology and public health at North Carolina State University and whose work has focused on disease control and eradication, said rinderpest's eradication shows the effectiveness and potential benefits of interdependent global veterinary services.

Dean Lunn reported that veterinarians have an essential role in protecting the world's food supply by ensuring the pre-harvest health of production-type animals such as beef, dairy cattle, poultry, and swine; by reviewing the safety of the food production process; and by working with public health officials to prevent the spread of potentially dangerous zoonotic diseases. These and other endeavors help maintain a safe and nutritious public food supply as well as support the economic health of critical food animal industries. Dean Lunn also reported on the CVM Research that found antibiotic-resistant pathogens persist in antibiotic-free pigs, which can be viewed at <http://www.cvm.ncsu.edu/news/2012-09-17-CVM-Research-Finds-Antibiotic-ResistantPathogens-Persist-in-Antibiotic-Free-Pigs.html>

Dean Lunn ended his presentation answering questions from Staff. A Senator commented that NC State University employees were eligible for a 20% discount for services at the Veterinary Health Complex. More information on the College of Veterinary Medicine can be viewed at <http://www.cvm.ncsu.edu/index.html>

Captain Ian Kendrick distributed General Assembly of North Carolina Session 2013 House Bill 937, Ratified Bill which can be viewed at: <http://www.ncleg.net/Sessions/2013/Bills/House/PDF/H937v5.pdf> He shared that people with concealed carry permits are now allowed to bring handguns onto campus, as long as they keep the weapons locked in their vehicles, noting that the guns must be stored in a closed container, such as a glove compartment. Captain Kendrick discussed the procedures on how to obtain a concealed hand gun, stating that you must be 21 years of age and that the concealed handgun is linked to your driver's license. Captain Kendrick has been working hard to educate all about the changes in the law, which were opposed by the Chancellors and police chiefs in the university system.

Ms. Brenda B. Wilson, West District-Yancey shared a presentation stating NCSU provides trusted research based information to each extension center to educate youth and adults with their everyday lives. The focus areas are agriculture, family and consumer sciences, 4-H & youth and economic development.

Ms. Wilson shared the following Key points:

- How it takes the trusted research based information from NC State University by way of educated agents to make that face to face contact with the public.

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- How we have used all the information to make connections with communities, elected officials, markets, grantors and foundations to hopefully redeem our youth and farmer to remain in our county.
- TRACTOR is a facility that will hopefully gain our youth and farmers in Yancey County.

Roll Call:

A roll call was performed by Nancy Phillips

Approval of the Staff Senate Minutes of September 11, 2013:

The minutes were approved after two revisions were noted.

Chair:

Ryan Hancock reported a 50 million dollar scholarship donation was made for the Parks Scholars Foundation. Ryan stated he attended the Board of Governors meeting and shared the following report that he presented to staff.

Honorable Trustees:

The NC State Staff Senate begins the new year with many new members and an open agenda. The new year kicked off with the annual Staff Senate retreat, which had a theme of "Change and Evolution." Senators heard from Chancellor Randy Woodson and Vice Chancellor for Finance and Business, Charles D. Leffler, about the changing face of the State Legislature, Board of Governors, and the changes to the State budget – and how those changes may affect the University. This was followed by a presentation on the way NC State is changing the way we do business with a presentation from the new Onboarding Center Manager, Amy Grubbs. Ms. Grubbs explained how NC State's first Business Operations Center is effectively and more efficiently welcoming new members to the Wolfpack family by providing a central resource for new employees. Senators also had the opportunity to not only hear about, but witness, the evolution of campus and the surrounding community since 2001 with dynamic presentations from Associate Vice Chancellor for Facilities, Kevin MacNaughton, and Hillsborough Street Community Services Corporation Executive Director, Jeff Murrison. Both Mr. MacNaughton and Mr. Murrison's presentations included future projects such as the much anticipated renovation of Reynold's Coliseum and the change to the University's main gateway on Hillsborough Street with the Bell View Hotel. The retreat culminated with staff senators seeing part of this change and evolution first hand with a tour of the James B. Hunt Jr. Library. Future Staff Senate meetings will continue to educate and share with staff the significant and upcoming changes that will affect them personally, such as those with the State Health Plan – but also show first-hand the evolution and change on campus, with our first ever meeting (and tour) at the College of Veterinary Medicine in October.

Our new senators are enthusiastic to begin their committee work. A plethora of campus-wide activities have already been planned for the fall semester. Many of these activities are "lunch and learn" seminars which will focus on human-resource activities such as personal development and consumer awareness,

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while other activities include displays and representatives to educate and promote the environment and campus resources. As in past years, the Staff Senate will continue to engage with on-campus organizations and our community partners to promote positive change and enhance the lives of those on our campus and surrounding community, with events such as the Support The Troops Campaign, which provides care boxes to soldiers overseas.

It is my honor and pleasure to serve as the Chair of the NC State Staff Senate this year. It is my desire that the work we do have a positive impact on the lives of our staff on campus, and across the state. We are entering what is likely to be a tough year for this University, and I hope to focus on opportunities for staff that will be encouraging and morale boosting. I look forward to sharing the results of what we do throughout the year.

Respectfully submitted,
Ryan Hancock
Chair, NC State Staff Senate
2013-2014

Vice Chair:

Christine Epps shared a concern on vacation leave for an essential employee which was forwarded to Corrinda Watkins for review.

Governance:

Patty Spears reported the following:

1. Selection of a Chair
 - a. Since Robert was elected Chair Elect of the Staff Senate (SS), a new Governance Committee Chair needed to be elected.
 - b. Patty Spears volunteered and was unanimously elected.

2. Discussion regarding replacing a delegate to the UNC Staff Assembly (SA).
 - a. Since the Past Chair of the SS will not be able to fulfill her role as an NCSU delegate on the SA (she will be Chair of the SA), the SS needs to name a replacement delegate.
 - b. Unfortunately there is nothing within the By Laws or Procedures Manual regarding how to replace a delegate on the SA.
 - c. Historically the HR executive assistant (advisor to the SS) has served as an alternate delegate to the SA, however, there is no documentation of this role.
 - d. There was discussion regarding whether this was an appropriate role (alternate delegate to the SA), since the HR Executive Assistant is an ex-officio member of the NCSU SS, not an elected Senator and is not a voting member of the NCSU SS.
 - e. There is a need to add an entire article to the By Laws to more clearly define the selection and replacement of delegates to the SA. To elect an alternate each year that can serve in special

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circumstances for up to 1 year. This position will need to be fully vetted, discussed and the process needs to be added to the By Laws.

- f. It was decided that since an immediate replacement was essential to maintain our 3 votes (the first meeting is in October), that the current alternate, Corrinda Watkins (as historically known), will be a replacement delegate to the SA, until another resolution is reached or until July 2014 at which time the 3 positions will revert back to those indicated in the By Laws (Chair, Chair-Elect, Past Chair). This decision will be announced to the entire NCSU SS at the October 2nd meeting by the Chair (Ryan Hancock).
- g. As noted, some members indicated that it may not be ideal to have an ex-officio non-voting member of the NCSU SS serve as a delegate on the SA.

3. The By Laws

- a. It is unclear which copy of the By Laws and Procedure Manual are the most current and approved documents.
- b. It appears some changes made last year never officially made it into the By Laws.
- c. It is unclear whether amendments and revisions were truly amendments or revisions.
- d. An amendment of the By Laws is needed (Staff Assembly issues), but in reviewing the entire document, a full revision this year was deemed necessary.
- e. The By Laws will be completely revised this session.

4. Revising the By Laws

- a. The first step in the revision of the By Laws will be to review all meeting minutes between July 2006 and July 2013 for any votes that were made regarding revisions or amendments to the By Laws or Procedure Manual.
 - i. Patty will contact Nancy for the archive of the minutes.
 - ii. Patty will assign each committee member (beginning with those present at this meeting) with the task of reviewing 1 year of minutes.
 - iii. Members will notify Patty with the date of the meeting in which a vote took place in their assigned year.
 - iv. Patty will collate the minutes that will need careful review and send them to all committee members, hopefully prior to next month's meeting.
 - v. All committee members will review the sub-set of minutes.
- b. The committee will match the amendments in the minutes to the current By Laws Document (10/3/12 – New Member Notebook) and Procedure Manual (3/1/12 – New Member Notebook). Other documents include: By Laws 9-2012 and Procedure Manuals 9-2012 and 5-5-10.
- c. The By Laws will be changed to incorporate all amendments previously voted on by the SS.
- d. The new revised By Laws will be reviewed for consistency, clarity and completeness. (e.g. at-large senators, standing committees)
- e. A new Article will be written describing the election of delegates to the Staff Assembly.
 - i. Election of SA delegates

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- ii. Terms of SA delegates
- iii. Alternates of SA delegates
- iv. Special Appointments of SA delegates
- f. The Parliamentarian and the Governance Committee will work together to revise the By Laws this session and the Procedure Manual thereafter.
- g. HR advisors will be kept abreast of the evolving documents.
- h. An adhoc committee may be formed to review the By Laws before they go to the full SS for review and vote.
- i. The committee will request an entire SS meeting devoted to the presentation and voting on the revised By Laws once completed.

Diversity:

Wyona Goodwin reported the following:

Homecoming 2013 Staff Alumni Social

Thursday, Oct. 31st from 11-2pm

It's a floating window

Refreshments will be served

Staff Senate volunteers are needed to assist that day

Lunch and Learn

Topic "Generations At Work"

Thursday, Oct. 24th

Gardner Hall Rm 2207

seating for 40 people

11:45-1:15pm

No Cost to Staff

Diversity Survey

The Diversity Committee is partnering with the Well Being Survey Committee to add some additional questions to the survey. This will help plan focused diversity workshops and events on campus for staff. The survey is scheduled to go out across campus in January.

Human Resources:

Joanie Aitken reported the following:

- "Support The Troops" Campaign in partnership with the SECU
 - o Running through October 18th
 - o Will ask Senators to bring collected items to Admin II on the 21st between noon and 2pm.
- Webinars/Seminars/Classes that have happened

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- o September 26th – Letting go of things that hold you back – 20 participants
- Fourth Quarter 2013
- o October 23rd – Managing Holiday Stress– Campus Recreation Center, Playzone
- o November 7th – Buying a Digital Camera – Admin II, Room 101
- o November 20th – Censible Saver Workshop - McKimmon
- o November 6th – December 9th – Toys for Tots Campaign

Public Relations:

Josh Gira shared updates on the Staff Senate website.

Resources and Environment:

David Kelly spoke on the alternative vehicle showcase. He shared to go check out the vehicles that are displayed today on the brickyard from 11 am – 2p.m. We will be showcasing vehicles from departments and employees on campus as well as from outside sources.

Elections:

Kate Christenbury reported on the following:

The Elections committee reviewed the results of the Staff Senate Retreat Feedback Survey. We talked about the positives and negative aspects of the retreat and discussed ways to improve upon the retreat for 2014.

The Staff Senate also went over the procedures for the nominations and elections for spring 2014. We began to discuss how we could divide up the tasks among committee members so that everyone can play a role in the administration of Staff Senate elections.

Old Senate Business:

None

New Senate Business:

None

Announcements and Remarks:

All NC State employees are eligible for a 20% discount for services at the Veterinary Health Complex.

Adjournment:

The Staff Senate meeting was adjourned at 11:00 and a tour of the vet school was followed.

Respectfully submitted by Nancy Phillips, Staff Senate Administrative Assistant