

North Carolina State university Staff Senate
Wednesday, September 3, 2014
Senate Chamber – Talley Student Union

Present: Miriam Hines, Brandon Moore, Molly Bradshaw, Latoya Giles, Christine Epps, Wall Crumpler, Zackery Dean, Patti Woodbury, David Kelly, Kim Paylor, Rosalie Tisa, Todd Becker, Kimberly Davis, Mary Fincher, Nicole Burgos, Angkana Bode, Charles Craig, Shanna Harwell, Brenda Asbury, Lee Ann Clark, Tenille Naumann, Kristen McWilliams, Audrey Hendriks, Maria Moreno, James Jeuck, Shamsa Visone, Ervin Miller, Janice Coats, Nikki Cofield, Carol Reilly, Antoinette Norton, Issac Lewis, Joy Smith, Roger Sims, Erica Wisecup, Cathi Phillips Dunnagan, Anna Lamm, Melissa Simpson, Wyona Goodwin, Carl Thomas, Jim Stewart, Charles Cline, Tom Karches, Barbara Walker, Rachelle Robinson, Teresa Story, Peggy Elliott, Chris Terwilliger, Joy Smith, Rachel Ensing, Jill Phipps

Excused: Kathy Dick, Patty Spears, Jason Painter, Matthew High, Amanda Holbrook, Lossie Rooney, Heather King, Kendall Hageman, Kathryn Hair, Donise Benton, Brian Pugsley, Beverly Beland, Cheryl Tripp, Kerri Rayburn

Absent: Maurice Alcorn, Kenneth Cash, Michael Ellison, Dustin Wheeler, Anthony Brown, John Starbuck

Guest Speakers: Makeba L. Jackson, HR Training & Organizational Development
Susan Colby, Student Services Coordinator, NC State PGA Golf Management &
Chair of the UNC Staff Assembly

Chair Robert Davis called the 3rd Meeting of the 20th Session to order.

Makeba Jackson reported on the Compass Online Learning powered by Skillsoft, a global company for online professional training. Employees can purchase a license to access the learning portal that features 2,800 courses for business, professional and IT skills, and 33,000 of the latest industry books and videos.

The compass Certificate Offerings

- Administrative Professional
- New Supervisor
- Project & Program Management
- Leadership Essentials
- Workplace Professional
- Fundamentals of Management
- Desktop Essentials
- Customized Certificate*

*For job specific professional or skill development.

Employees have the option to select individual courses and/or participate in the certificate options.

Pricing per individual participant: \$150 / Year Access, \$25 / Week (7-day) Access

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To learn more or to enroll in our new learning portal visit The Compass, powered by Skillsoft: (<http://go.ncsu.edu/compass>).

To request a demo, please contact Carina Lockley at cmlockle@ncsu.edu.

Susan Colby presented a Leadership & Organizational Framework workshop.

Leadership & Organizational Framework – A Four Frames Approach

Participants will examine leadership and diversity through four frames using information based on leadership and organizational research conducted by Lee Bolman and Terrance Deal. The four frames are Structural, Human Resources, Political and Symbolic (Cultural). Participants will engage in discussion and examine how morale is affected within each area. Bolman and Deal state that leaders often fail in their efforts to solve problems due to not examining situations, and developing solutions, via each frame.

The presentation can be viewed on the Staff Senate website at: <http://staffsenate.ncsu.edu/staff-senate-meeting-minutes>

Susan ended her presentation answering questions from staff and will share a summary of the responses that Senators concluded from the four frame approach.

Chair:

The Chair, Robert L. Davis reported that several town hall activities are coming up: College of Engineering, College of Agriculture and Life Sciences, DASA and the College of Science. He thanked participants in the Blood Drive and Packapalooza. The Chair also attended a breakfast on August 29 with the chairs of the Faculty Senate and the Student Senate at the Cafe Carolina. The leaders discussed common concerns such as funding and safety. Later that morning, he attended the University Budgeting Committee. The university continues to grow in fundraising. He noted that the Abundant Harvest Food Drive will begin at the October 1 Staff Senate meeting. He urged all Senators to participate.

Vice Chair:

Christine Epps, Vice Chair reported the following:

A concern was submitted over the recent change to van pool and car pool parking permits policy which took place July 1, 2014. Participants went from receiving 24 free B permits for the occasional times they need to drive to work to 12 free and 12 paid scratch off permits good only for university deck parking. As not all work near a university deck this resulted in long travel times between car and work for many. Staff Senate contacted Transportation about this concern. Catherine Reeves of Transportation immediately set up a meeting between Staff Senate and all in transportation who are involved with the permit policy. There were great points brought up by all involved in the meeting. Transportation asked to have a 1.5 weeks to do some research and get back to us on their decision.

The result is that a fair compromise was reached in all concerns reached. Van Pool and Car Pool participants will be contacted in the next week or so and be given the opportunity to turn in the deck permits for C permits which are good for the deck and any C parking on campus. There was also a

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specific group of facilities temps that we spoke for that due to job requirements asked that they be given C permits to be able to park in the lot adjacent to their work instead of deck parking. Because of the nature of their jobs and the case that for this lot it does have plenty of space to accommodate that request, this request was granted.

Packapalooza was a huge success and I took this opportunity to thank our Staff Senators who were amazing and came out in large numbers as volunteers. I was thoroughly blown away by the willingness of our Senators both current and rolled off, their friends and their family who signed up to help with this event. We had over 50 volunteers from the Senate not including members who were already taking part in the event staffing other areas needed for this. A slideshow of the pics sent in by our volunteers was put together and shown at the close of today's meeting. This slideshow is currently on the Staff Senate Facebook site and should be on the main site in the next day or so.

Committee Reports:

Due to time constraint, committee chairs sent their report to Nancy Phillips.

Public Relations:

Cathi Phillips Dunnagan submitted the following:

NC State Guides App - NEW!

Exploring how best to use the Guide to benefit Staff

Applying for grant to fund this initiative.

Staff Senate Website

Converting from Drupal to WordPress

Marketing!

Invite all committees to share your event information with PR Committee early in your planning process, so we can work together to formulate a marketing plan for your event! Following your event, we'd like to help you tell the story through the tools we have available: website, Facebook and Twitter, newsletter, and eBulletin boards!

Human Resources:

Angkana Bode reported the following:

- 1 SS Diversity and HR committees celebrate the International Housekeepers Week (Sep 15-19) with the University Housekeeping. Rachele and Angkana will attend on Thursday 9/18 with the night shifts. Christine and Angkana will attend the Appreciation Cookout at Lee Field on 9/19. (UPDATE: Some photos are on our Staff Senate webpage also:

<https://plus.google.com/photos/110543791896664668631/albums/6061687147898963873>

2. James Jeuck confirmed JC Raulston Arboretum Tour for Tuesday 9/30/14 from noon-1pm. We will likely plan for more tours later in fall and also in spring 2015. (UPDATE: 35

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people signed up on the first day, and 46 total at cut-off time on 9/23. We have secured two tour groups of 20+ each. Ice cream will be served at 11:45am.)

3. Mary Fincher reported that Staff Well-Being Survey result is being delayed due to man- power shortage. The committee will update the result when available.
4. To support Wall Crumpler's Bountiful Harvest Food Drive, HR committee will work closely with Wall on CANstruction design to highlight the success of this program by the end of October. <http://www.canstruction.org/gallery/>
5. Latoya Giles has planned for interesting monthly webinars. The first one will be in October. More detail information will be released soon.
6. In Fall semester, we generally see a higher rate of crime on campus. HR committee can sponsor a Safety First/Lunch with Campus Police. David Kelly will provide contact information for this event.

Governance:

Patty Spears reported the following:

We have divided the Procedure Manual (PM) into 3 sections, to be brought before the Senate 3 times for votes. This schedule is tentative, but we hope to approve as we go. Article IV (section II of the PM) has most of the top priority issues, so we will start with that section.

I. Introduction and II. Representation and Membership (Article IV)

Begin September
Draft in December
Vote in January

III. Officers and Elections (Article V), IV. The Executive Committee (Article VI), V. Selection of Delegates to the UNCOSA (Article VII)

Begin December/January
Draft in February
Vote in March

VI. Other Committees (Article VIII), VII. Meetings (Article IX), VIII. Parliamentary Authority (Article X), IX. Amendments or Revisions to the Bylaws (Article XI)

Begin February/March
Draft in April
Vote in May

The Committee will also schedule at least 2 meetings with Barbara Carroll, Associate Vice Chancellor of Human Resources during this session to discuss the PM revisions.

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Resources & Environment:

Old Business:

David Kelly discussed the progress on the Alternative Vehicle Showcase event planned for October 15, 2014. All members of the committee were given access to the Google Drive folder containing all of the planning documents for the event. Several committee members have volunteered to assist with the set-up and take-down of the event.

New Business:

Several members of the committee discussed additional events and activities that they would like to see the Resource and Environment Committee become involved in.

Night Walk – Partnering with University Police and Student Government to conduct a walk through campus at night to identify areas of concern that would impact the safety of those on campus. Some of the areas to be focused on are: adequate lighting around buildings and pedestrian walkways, adequate number of Blue Light Phones, environmental and design features of pedestrian paths and greenways.

Community Gardens – Exploring the possibility of working with existing programs (SOUL Garden, NC State Stewards, NCSU Agroecology Education Farm) and promote their programs, as well as establishing rooftop gardens throughout campus and the creation of a Staff Garden.

Walking Trails – Partnering with Campus Rec to identify current established walking trails throughout campus and to place signage and trail markers along the routes to aid in the trails identification and distance markers. This information would be assessable through pamphlet form and webpage access.

Earth Day – Much like the Alternative Vehicle Showcase in the fall of each year, the R&E committee would be a partner with the Sustainability Office for the Earth Day event in the spring of each year.

Recycling Day – Hold a Staff Senate sponsored recycling/shredding day to include not only paper items but electronic items as well.

Computer Loan Update:

Lee Ann Clark submitted the following:

We have 7 qualified applicants on the wait list for laptops. We would like for all senators to help us out by asking their IT support if they have any laptops to donate to the program or give us a contact in IT that we can talk to about our program. Thank you for your help.

New Business:

Senators had the opportunity to vote for the Parliamentarian position. Chair Robert Davis announced Jim Stewart as our new Parliamentarian.

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Adjournment:

The meeting was adjourned at 12:00 p.m.

Respectfully submitted by Nancy Phillips, Staff Senate Administrative Assistant