

North Carolina State University Staff Senate
Wednesday, December 3, 2014
201 Park Shops

Present: Miriam Hines, Molly Bradshaw, Patty Spears, Latoya Giles, Christine Epps, Jason Painter, David Kelly, Rosalie Tisa, Todd Becker, Kimberly Davis, Maurice Alcorn, Angkana Bode, Michael Ellison, Shanna Harwell, Brenda Asbury, Tenille Naumann, Kristen McWilliams, Maria Moreno, Shamsa Visone, John Starbuck, Janice Coats, Judy Daniels, Lossie Rooney, Erica Wisecup, Cathi Phillips Dunnagan, Melissa Simpson, Wyona Goodwin, Heather King, Jim Stewart, Tom Karches, Barbara Walker, Rachelle Robinson, Teresa Story, Peggy Elliott, Donise Benton, Rachel Ensing, Beverly Beland, Wall Crumpler, James Jeuck

Excused: Brandon Moore, Kathy Dick, Zackery Dean, Patti Woodbury, Nicole Burgos, Matthew High, Lee Ann Clark, Amanda Holbrook, Carol Reilly, Antoinette Norton, Issac Lewis, Joy Smith, Anna Lamm, Charles Cline, Kathryn Hair, Chris Terwilliger, Jill Phipps, Cheryl Trip, Audrey Hendriks, Kim Paylor

Absent: Anthony Brown, Ervin Miller, Kendall Hageman, Kerri Rayburn

Guest Speakers: Dr. Karen Young, College of Humanities and Social Science-Dean's Office
Assistant Dean and Director of Undergraduate Programs
Dr. Erin Robinson, Office of Faculty Development - Assistant Director

Chair Robert Davis called the 6th meeting of the 20th session to order.

Karen Young and Erin Robinson expressed gratitude for their invitation to speak to the Staff Senate. They provided a presentation on Injecting Happiness into your Day. Below are a few highlights from their presentation.

Shawn Achor – Ted Talk

http://www.ted.com/talks/shawn_achor_the_happy_secret_to_better_work

24 Hours of Happy

<http://24hoursofhappy.com>

Tips for Happiness:

- Meditate
- Find Something to Look Forward To
- Commit Conscious Acts of Kindness
- Infuse Positivity into Your Surroundings
- Exercise
- Spend Money (but not on stuff)
- Exercise a Signature Strength - www.viasurvey.org and take a free survey to identify your top five signature strengths.
- Three Gratuities
- Happiness Journal

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After their presentation they lead the Staff on a guided meditation.

Reports:

Chair:

Robert Davis reported the following:

The Staff Senate has been involved in a variety of activities. As chair, I have been quite busy. The highlights of some of the events are as follows:

- November 7- The College of Natural Resources had a Town Hall. We were welcomed by Dean Mary Watzin. The meeting was then turned over to the Staff Senate. As chair, I shared the mission and made remarks about the importance of staff involvement and strengthening a relationship between the College leadership, the Staff Senate leadership and the District leaders. UNC Assembly Chair, Susan Colby attended and shared insight from the state level. The gathered were introduced to District 9 Staff Senator Patti Woodbury and alternate James Jeuck. Staff were invited to ask questions and light refreshments followed.
- November 24 - DASA had a Town Hall.
- The NCSU football team played GA Tech at State for NCSU's Homecoming game. The Chair of the Staff Senate, the Faculty Senate and the Student Body President joined the Chancellor, the Provost, the Governor and members of the NCSU Board Of Trustees at the sporting event.
- Along with Senators: Rachelle Robinson, Antonette Norton and Judy Daniels, the chair attended The CAL Food for Thought Luncheon entitled: Add Gender and Stir. The Lunch focused on gender equity in the classroom and beyond. The series endeavors to create a more inclusive and diverse environment here at NCSU.

Vice Chair:

Christine Epps reported the following:

1. A request for when the Staff Well Being Survey Results are coming out. Answer- We should be getting an update or report on this at the next Staff Senate Meeting in January.
2. A constituent sent in concerns over the EPA LI increases administered in his district. We contacted him and let him know how they had differed between the SPA ones and why. The State provided \$1,000 for each SPA employee paid on State funds, and that's all the University was allowed to do for SPAs.

For EPA employees, the University made the decision to authorize \$1,000 adjustments for EPAs (but except for some very limited funding they had to be funded from existing budgets), plus,

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within limits, allowed the flexibility for units to make some other EPA adjustments for reasons such as merit, market, and equity.

3. A constituent sent in concerns over not being able to use the Tuition Waiver Program once she retires. The Appropriations Act of 2009 which establishes the budget for the State of NC repealed the Over 65 Tuition Waiver program at all UNC system schools and NCSU does not have the authority to override this policy. I checked to see if there were any State programs available for retirees and have had no success but am still following up on a few sources to see if there might be some reduced fee options available for things like COMPASS Online for retirees and will send that info to the constituent as well.

4. Just wanted to mention what an impact the Veteran's Day Display was in the Court of Carolina this year. I had attended the Veteran's Day Run and Ceremony with my family. We positioned ourselves to view the runners as they ran by the side of the flags. When the runners came by the flags we watched as the Sergeant at the head of the line redirected the entire run to go directly by the flags. The ROTC had been chanting loudly as they ran but all fell silent as they made their way through the two sides of the flags. It was a very moving experience and for us it illustrated how one simple act of kindness can sometimes have a big act of kindness. Thank you to all on Staff Senate as well as the Student Veterans Association and NCSU employees who volunteered to help set up this Flag Display.

Diversity:

Employee Appreciation Event
Saturday, Jan. 10
NC State vs. Clemson
2:00 pm - Game time
12:30 pm - Doors open

Elections:

Heather King reported the following:

Appointment of vice-chair

Heather indicated that Maria Moreno was nominated by Peggy Elliott. Maria Moreno indicated that she accepts nomination but will defer to Heather because Nikki Cofield had originally indicated interest in the role of chair and may want to be vice-chair. Nikki indicated that due to work obligations she would decline. Heather asks for unanimous show of hands to appoint the new vice-chair, and all rule in favor. Maria accepts.

Records-Keeping

The committee will review how records are kept for elections and the roster. The committee will later propose that records-keeping procedures should be outlined in the Staff Senate's Procedures Manual.

Committee Task: Review Staff Senate Bylaws and Procedures Manual and provide feedback.

Flyer to promote Staff Senate

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Kristin McWilliams has been working on a flyer to promote Staff Senate to help educate all of the staff on campus about what Staff Senate is and what it means to serve as a senator. The goal is to educate people about Staff Senate before the next election in the spring. In the beginning of December, senators will distribute the flyer to constituents in respective districts as well as push it for display on e-billboards throughout campus. Nikki suggested that when emailing the flyer to include an “Ask me about Staff Senate” in the email to encourage constituents to communicate with senators and open discussions.

Vacancies

Heather mentioned that vacancies in the Senate are still an issue due to the number of unrepresented areas on campus. Heather goes by the current bylaws and refers all questions pertaining to how we handle vacancies to our Senate Chair, Robert Davis. Ideally, vacancies should be made available to next staff-member in line based on votes in the event that the alternate declines appointment or if there is no alternate.

Future Plans

In January, the committee will begin preparations for 2015 Staff Senate Elections. Present members all agreed that no meeting is necessary in December and the committee will convene in January.

External Affairs:

- External Affairs will be working on a plan for 2015 "Brown Bag" NCGA Luncheon with the University External Affairs Office
- We are still working on providing EA information on the Staff Senate Newsletter website
- Working on a plan to bring voting back on campus. Will contact someone from the Faculty Senate for advice
- External Affairs Committee will start scheduling monthly meetings with Dr. Kevin Howell for assistance and guidance.

Note: We welcome Judy Daniels to our committee, and we look forward to receiving her expertise and advice as we move into the New Year.

Governance:

Patty Spears reported the following:

The Parliamentarian (Jim Stewart) described a new process he will be announcing at the Senate meeting regarding issues in the Bylaws or Procedure Manual to be addressed next session. The Committee agreed with the proposed process and felt it would enable the Committee to begin working on specific tasks at the beginning of next session.

A suggestion was made that maybe next year one activity of the Governance Committee could be to educate all Senators about the Bylaws and Procedure Manual (and Robert’s Rules of Order?). This could either be done in a Senate meeting or at individual Committee Meetings (by the Governance Committee Chair and Parliamentarian?). This activity was strongly supported by all members.

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The committee discussed two sections of the procedure manual. Under Duties, there was a consolidation of text. Under Conduct of Senators there was a lot of discussion and then a change in the text to reflect the conversation. The edited procedure manual is available on Google Drive. Please e-mail paspears@ncsu.edu if you would like access to the document.

Human Resources:

Angkana Bode reported the following:

1. Toys for Tots led by Tenille: Last day of donation is 12/12/15. Collection begins on 12/15/15 AM. Marine's pick up and photo session starts from 3:00 PM.
2. Reaching out to Extension Services staff led by Donise: we will start with the southeast region and plan a meeting at a convenient venue to the group. Our HR committee targets Spring break week 2015 for the first event and will pave way for the future ones in all regions if possible in Fall break week 2015.
3. Lunch N Learn in January: "Secrets from the North Pole" Behind the scenes look at making magic! Room 211-D Park Shops on 1/21/15 from 12-1 pm.

Public Relations:

Cathi Phillips Dunnagan reported the following:

John Starbuck and Cathi Dunnagan have completed training for the NC State Guide. Ready to begin planning NC State Guide for Staff Senate!

The PR Committee members are working together on the new Website. We are investigating connections with University Communications to share our stories - especially the many opportunities available for staff and the many ways they can access our information: website, Facebook, Twitter.

Resources and Environment:

David Kelly reported the following:

Earth Day

The Committee has committed to work with the Sustainability Office on an event which is planned for April, 2015. This will be a week-long event. We will be requesting that the Staff Senate as a whole assist with this event. David Kelly had agreed to be a part of the planning committee. The first meeting for the planning committee will be held in January 2015.

Computer Loan Program:

Lee Ann Clark reported we need computers for the Computer Loan Program. We have about 10 people on the wait list.

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Ad Hoc Committee Updates:

Hands and Feet:

Donise Benton gave the following update:

On Friday, November 21, I represented by using my hands and my feet at Stop Hunger Now, 9th Annual Meals Packing Event, sponsored by CSLEPS.

The VISION: A World With-out Hunger!

The MISSION: To end hunger in our lifetime by providing food and life-saving aid to the world's most vulnerable and by creating a global commitment to mobilize the necessary resources. The goal was to package about 50, 000 meals for the evening, which was exceed. Each participant was asked to donate \$30 which pays for the supplies to package about 100 meals. Each meal is about .29 cents.

The content of each meal consisted of the following: A protein package; a scoop of vegetable protein; a scoop of soy protein and a cup of rice. It is then sealed and boxed for shipping. We excited our goal on Friday night and packaged an over 64, 000 meals. Since 2010, we have packaged over 2.5 million meals on NC State campus, and has increased their partnership in this event alone, to include the creation of the "President Clinton Leadership Award" and the co creation of" NC Campuses Against Hunger", as well.

Bountiful Harvest:

Wall Crumpler reported they delivered **1177 lbs.** of food to The Food Bank of Central & Eastern North Carolina.

Committee on the Arts:

The NCSU Musical Empowerment - a group of Park Scholars who are working to set up a program for free music lessons for children who could not otherwise afford them. They would like to reach out to NCSU staff, particularly those with the lowest incomes, to offer music lessons to their children.

Staff Senate Minutes of November 5, 2014:

Minutes were approved as written.

Award Presentation – Head of the Pack:

Chair Robert Davis presented the Head of the Pack award to the following Senators:

- Carl Thomas
- Issac Lewis
- John Starbuck
- Laytoya Giles
- Matthew High
- Rosalie Tisa
- Shanna Harwell

Old Business:

None

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New Business:

None

Adjournment:

The meeting was adjourned at 11:42

A Holiday Reception immediately followed

Respectfully submitted by Nancy Phillips, Staff Senate Administrative Assistant