

# **NC STATE** Staff Senate

## **General Meeting Minutes**

Wednesday, October 7, 2015

Talley Student Union, Governance Chamber

**Present:** Wyona Goodwin, Melanie Clark, Mindi James, Latoya Giles, Katherine Elliot, Jason Painter, Yolanda Sanders, Zackery Dean, Todd Becker, Kimberly Davis, Jean Lembke, Abe Jones, Angkana Bode, Matthew High, Charles Craig, Michael Ellison, Mark Michaelson, Shanna Harwell, Sharon Herring, David Kelly, Issac Lewis, Krystal Chojnacki, David Hawley, Cathi Phillips Dunnagan, Anna Lamm, Sharmeen Williams-Nokes, Charles Cline, Jill Phipps, Jenelle Wass, Teresa Story, Donise Benton, Ainess Eatmon, Pat Gaddy, Cheryl Tripp, Joy Smith, Tenille Naumann, Corrinda Watkins, Barbara Carroll

**Excused:** Miriam Hines, Audrey Hendriks, Maria Moreno, Patti Woodbury, Brenda Blackman, Nikki Cofield, Jason Joyner, Joseph Whitehead, Molly Bradshaw, Wendy Koch, Angela Hallman, Sara Seltzer, Kathryn Hair, Barbara Walker, Rachelle Robinson, Jim Stewart, Beverly Beland

### **Call To Order:**

The Staff Senate Chair, Wyona Goodwin called the meeting to order at 10:00 a.m.

**Guest:** Edie Deck, Director of Sales and Marketing  
Aloft Raleigh Hotel Hillsborough Street

Ms. Edie Deck, Director of Sales and Marketing reported on Aloft Raleigh. A new place to stay and play. Located on Hillsborough Street adjacent to NC State University.

- 135 Guest Rooms
- 2000 Square Feet of Meeting Space
  - Tactic Space 900 sf
  - Breakout Space 600 sf
  - Think Tank Board Room 500 sf

2015-2016 Individual Travel Rates for NC State University Faculty and Staff

- Aloft Room Rate: \$179.00
- Savvy Room Rate: \$189.00
- Daily Parking: \$6/day

NC State University Preferred Rate Bookings – please use:

- Aloft Raleigh website [www.thealoftraleigh.com](http://www.thealoftraleigh.com) using code **253236**
- Contact Aloft Raleigh sales office at 919.828.9900
- Individual Suites and groups room blocks priced separately

**General Meeting Minutes**

Wednesday, October 7, 2015

Talley Student Union, Governance Chamber

**Administrative Report:**

Barbara Carroll, AVC of HR shared the following:

- \$750 one-time bonus was mandated by GA for permanent benefits-eligible state employees, both SHRA and EHRA to be delivered in the December paycheck.
- Newly hired probationary period has changed from 24 months to 12 months.
- Open enrollment Process-[Mypack Portal](#)
- BOG has approved salary adjustments for EHRA (formerly EPA) [Budget Office](#)

Barbara Carroll, announced that she has accepted the role of Vanderbilt University Associate Vice Chancellor and Chief Human Resources Officer. Her last day with NCSU will be November 30, 2015.

**Budge Report:** Corrinnda Watkins, Advisor reported:

- Current operating budget balance of \$2789.01
- Operating/Business cost \$1482.67

**Chair's Report:** Wyona Goodwin

- The Chair attended by invite the Talley dedication ceremony on Sept. 9<sup>th</sup>, it was a grand event with an eventful show. Many Board of Trustee members where present.
- The Chair attended the Board of Trustees meeting on Sept. 10<sup>th</sup> and 11<sup>th</sup> and presented her chairs report before the full board.

**Vice Chair:** John Starbuck

- No report

**Committee Reports:**

**Diversity:** Charles Craig, Chair reported:

- Sending approval for a lunch and learn to Wyona
- Sending volunteer sign-up for veterans display (over 100 flags)

**Governance:** Jason Painter, Chair reported:

- Working on procedure manual
- Working with elections committee on election
- Several amendments will review for recommendation
- Send proposed amendments to the Governance Committee

**General Meeting Minutes**

Wednesday, October 7, 2015

Talley Student Union, Governance Chamber

**Resources & Environment:** David Kelly, Chair reported:

- On 10/7/15, the Resources and Environment Committee met for our monthly meeting. All members of the committee were present. David Kelly (Chair), discussed the progress on the Alternative Vehicle Showcase which is scheduled for October 14<sup>th</sup>, from 1000-1300 on the Brickyard. This is an annual event that the Staff Senate – Resources and Environment Committee sponsor with the University Sustainability Office. A request was made in the Senate Chambers for volunteers for the event. 4 Senators volunteered to assist with the event. Kelly also discussed the annual Night Walk with Staff Senate, University Police, Housing, Facilities, and Student Government. This is an event that will be scheduled for November. The purpose of the event is to walk each area of campus and identify life safety issues such as poor lighting, overgrown foliage, etc.
- On 10/14/15, the Alternative Vehicle Showcase was held on the Brickyard. Members of the Resources and Environment Committee along with one other Senator assisted with the event. The event had more vendor participants than in previous years. Emphasis was placed on area car dealerships highlighting the various new models of low and/or zero emission vehicles that are available in the public marketplace. The event was very successful and well received by the University community.

**Public Relations:** Nikki Cofield

- No report

**Elections:** Donise Benton, Chair

- No report

**Human Resources:** Yolanda Sanders, Chair reported:

- Follow up discussion on International Housekeeping appreciation certificate. Facilities Operation does not have electronic process to retrieve housekeepers' inspection ratings. Therefore, HR Committee will continue to reach out to the Deputy Directors of Housekeeping in order to help create and facilitate a tracking process in order to retrieve housekeepers' inspection ratings; in addition give out certificates for achieving above expectation rating inspection.
- Shanna Harwell stated that it might be hard to determine the inspection rates for housekeeping because of the APPA standard codes of cleaning. We probably should review their standards to better understand the process. [Custodial Staffing Guidelines](#)
- There are 3 NCSU teams participating in the Challenge 12 Miles for Wellness.
  - NCSU Staff Senators

**General Meeting Minutes**

Wednesday, October 7, 2015

Talley Student Union, Governance Chamber

- Too Poole for you #1
- Too Poole for you #2
- The challenge started Monday Oct 5th.

Professional Development Fundraiser

- Reach out to each establishment to figure the paperwork involved in signing up.
- Potential dates for fundraisers November 6, 2015 and December 4, 2015
  - Zaxby's
  - Jersey Mike's
  - Chick-fil-la
  - Freshii
  - Moe's
  - Jimmy John's
- Silent Auction to be held during spring semester

**External Affairs:** Issac Lewis, member reported:

- Committee reached out to Kevin Howell's office in regards to having a lunch and learn with a General Assembly member(s). Date TBD

**Computer Loan Committee:** Jilly Phipps, Chair reported:

- Effective Thursday, 10/8/2015, computers that are donated to this sub-committee, will be stored at OIT located on Avent Ferry Rd, in the ComTech Warehouse.
- Joy Smith will be bringing over 12 laptops, and Joe Sutton will be bringing 9 (all in one) MACS.
- Confirmation was noted that we have 69 computers on loan, and we have a wait list of 13. Our goal with the assistance of the Staff Senate is to see this program grow.
- On 10/7/2015, the College of Engineering donated to this program 1 IPAD, and 2 Dell netbooks. This is the first IPAD that we have received, and we will be reaching out to see if there is an interest in receiving more going forward.
- Joy Smith will be training Jill Phipps, Chair of The Computer Loan Program, and Sharon Herring, Co-Chair, in a training lab facility at OIT on Avent Ferry regarding the data information that must be processed on a routine basis.

**Hands and Feet:** Donise Benton, Chair reported:

- Great Day of Service. Volunteers needed to make sandwiches at the Shepherd's Table.

**General Meeting Minutes**

Wednesday, October 7, 2015

Talley Student Union, Governance Chamber

**Bountiful Food Harvest:** Yolanda Sanders, Chair reported

- The Bountiful Harvest Food Drive October 1 – November 6. Boxes are ready for pick up at the end of the Staff Senate meeting or by sending Yolanda an email.

**District Reports:**

- Senators shared town hall/employee forum updates.

**Old Business:**

- Chair Wyona Goodwin shared with the Senate that she would like to nominate an employee as an Appointed Senator to represent District 12- College of Education and relocated David Kelly to District 16- Chancellor. The reason is because District 12 contacted the AVC expressing an interest in having someone from their district to represent them rather someone from another unit on campus.
- A motion was made, discussion and Senators voted.
- A vote took place with 3 opposed and 2 abstained.
- Pauline Ellefson is appointed as Senator for the College of Education. The term ends 2017, and David Kelly has moved to District 16 Chancellor's office and his term in ends 2016.

**New Business:**

- Membership changes and bylaw amendments were discussed.

**Announcements/Questions:**

- None

**Adjournment:**

- 12:00 p.m.

Respectfully submitted by Nancy Phillips, Staff Senate Administrative Assistant