

North Carolina State University Staff Senate
Wednesday, May 7, 2014
Senate Chamber – Talley Student Union

Present: Ryan, Hancock, Miriam Hines, Patty Spears, Christine Epps, Sharmeen Nokes, Joshua Gira, James Jeuck, David Kelly, Kim Paylor, Rosalie Tisa, Joanie Aitken, Maurice Alcorn, Liz Moore, Matthew High, Steve Bostian, Dustin Wheeler, Brenda Asbury, Lee Ann Clark, Joe Sutton, Tenille Naumann, Janice Coats, Chris Terwilliger, Kate Christenbury, Carol Reilly, Lossie Rooney, Erica Wisecup, Cathi Phillips, Roger Sims, Melissa Simpson, Wyona Goodwin, Hilary Kinlaw, Jim Stewart, Tom Karches, BJ Okleshen, Sherry Lynn, Peggy Elliott, Robert Davis

Absent: Elizabeth Russell, Brandon Moore, Kathy Dick, Audrey Hendriks, Molly Bradshaw, Edward Brown, Amanda Holbrook, Maria Moreno, Amy Kunkle, Brian O’Sullivan, Anita Keith, Nicole Burgos, Carl Dudley, Charles Craig, Wall Crumpler, Joy Smith, Sandy Gove, Anna Lamm, Randall Rehfuss, Martha Barrick, Clifton Williams, Brenda Wilson

Chair Ryan Hancock called the 11th meeting of the 19th session to order.

Roll Call:

A roll call was performed by Nancy Phillips to ensure quorum.

Approval of the Staff Senate minutes of April 2nd, 2014

Minutes were approved as written.

Committee Reports:

Chair:

Ryan shared that NC State will host the 3rd annual Chancellor's Cup Golf Tournament at NC State on June 18 at Lonnie Poole Golf Course. This annual fund raiser is to endow the Janet B. Royster Memorial Staff Scholarship, with the purpose of providing scholarship(s) to full-time, permanent non-faculty employees who are taking either undergraduate or graduate level courses at an accredited institution of higher education, or enrolled in approved – short courses, licensure, certificate or continuing education programs that supports staff development. The fund has been established in memory of Janet B. Royster, a UNC-TV employee who provided important leadership, knowledge and dedication of the UNC Staff Assembly where she served as its first Parliamentarian until her untimely death in June 2011.

The intent of the scholarship is to cover the out-of-pocket expenses for one undergraduate or graduate course per year (tuition, fees, books) to a non-faculty employee after eligibility

North Carolina State University Staff Senate
Wednesday, May 7, 2014
Senate Chamber – Talley Student Union

for tuition free course is exhausted, or for a short-term professional development program as noted above.

Ryan shared that he judged nominations for the Chancellor's Creating Community Awards sponsored by OIED. It recognizes outstanding staff, faculty, and colleges, students, and student organizations that have made exceptional efforts and contributions in the areas of equity, diversity, and inclusion. Awards included monetary awards for the following areas:

- Outstanding Staff Award
- Outstanding Faculty Award
- Outstanding Student Award
- Outstanding College/Division Award
- Outstanding Student Organization Award

Ryan attended the Spring Committee on Committees meeting, and advised to abolish the Art Acquisition committee and possibly create ad-hoc committees in the event of advisement needed for acquisitions, as well as to reduce staff and faculty participation in the Dining Committee - allowing the students to have ownership of this committee.

At UNC Staff Assembly, Ryan chairs the UNC-SA HR, Benefits and Diversity Committee and plans to bring forth to the Assembly at the May meeting two resolutions. The first is a request for a salary increase and the second is a resolution for the return of the third tuition waiver.

Vice Chair:

Christine Epps reported the following:

Staff Senate was contacted by staff, faculty and students from a department with their concerns about an upcoming vote to change the dept. bylaws. Of the two versions being voted on, one was originally proposed to exclude staff and students from most dept. meetings and events and one was proposed to be more inclusive of students and staff. The graduate students of that dept. were already working towards making it known that the prohibitive version should not come to pass. The Chairs of both Staff and Graduate Student Association worked together to investigate the issue and voice their concerns. The end result of all of the good work of all involved was that the version of the bylaws that was originally going to exclude many was changed to a version that was acceptable before the vote even took place.

North Carolina State University Staff Senate
Wednesday, May 7, 2014
Senate Chamber – Talley Student Union

Governance:

1. The third part of the revised bylaws was discussed during the large Senate meeting.

2. Full Meeting Discussion (refer to May 7th slides):
 - a. Slide 26 – accepted as written
 - b. Slide 27 – accepted as written
 - c. Slide 28 – accepted as written
 - d. Slide 29 – accepted as written
 - e. Slide 30 – accepted as written
 - f. Slide 31 – accepted as written
 - g. Slide 32 – accepted as written
 - h. Slide 33 – discussed. Deleted the word ‘body’ after Senate in section B. Deleted the word ‘annually’ in section C.
 - i. Slide 34 – accepted as written
 - j. Slide 35 – discussed. Capitalized ‘Chair’ under Section 4. Vote, second paragraph.
 - k. Slide 36 – discussed. Change A. from ‘All Senators shall...’ to ‘All Senators and Alternates shall...’. Delete section B. since it is redundant (restated in C.)
 - l. Slide 37 – discussed. Add ‘or Alternate’ after ‘a Senator’ in multiple places. Rewrite section C. ii. It was too detailed and repetitive. Add ‘at the Chair’s discretion...’ and ‘include but not limited to...’ so everything does not need be listed. Change to read: “Excused” shall mean a Senator or Alternate contacted the Chair (in writing or by e-mail) prior to the meeting and indicated a reasonable excuse for their absence from the meeting. At the Chair’s discretion, an excused absence may include but is not limited to the following circumstances: official University travel, pressing business/projects, previously scheduled annual time off, court attendance, military service, illness, injury or family illness, injury or death. Clarify section D. by adding ‘within one session’.
 - m. Slide 38 – accepted as written
 - n. Slide 39 – discussed. Remove ‘body’ after Senate. Change ‘NCSU Bylaws’ to ‘Senate Bylaws’ in the 4th paragraph.
 - o. Slide 40 – discussed. Change ‘North Carolina Staff Senate Bylaws’ to ‘NC State Staff Senate Bylaws’.

3. The Governance Committee (Patty, Jim, Maurice, Robert) met briefly after the Senate meeting.
 - a. Patty will send everyone a copy of the latest Procedure Manual (the starting point)
 - b. Each Committee member will create a prioritized list of areas within the PM that need to be addressed. During the revision of the Bylaws several very important sections were revised and need to be further explained in the PM.

North Carolina State University Staff Senate
Wednesday, May 7, 2014
Senate Chamber – Talley Student Union

- c. Jim suggested that the committee should send the current PM to the entire Senate after the Retreat. We will gather input from all members regarding clarifications in the PM that they think are important. Having input ahead of time will help define what will be needed and maybe in prioritizing which section(s) should be looked at first.

Human Resources:

Joanie Aitken reported the following:

- Scheduled
 - May 14th – Safety First
 - In partnership with Public Safety
 - June 18th – The Five Pillars of Personal Finance
 - Webinar

Diversity:

Wyona reported that she and Robert Davis attended: "Navigating Challenging Waters: Achieving Success in the Academy" on April 25 at the University of North Carolina at Wilmington (UNCW). The summit was the first of its type, designed for black faculty, staff and graduate students. At the summit, common problems and strategies for success were discussed. A second summit is being planned for next year at Winston Salem State University in Winston Salem.

Public Relations:

No report.

Resources and Environment:

Matthew High reported the following:

1. Pre planning for Alternative Vehicle Showcase with Sustainability.
2. Several of the committee members are looking at a viable surplus sharing system that can be used between departments.

Elections:

Ryan Hancock shared that Kate Christenbury will be leaving the University and thanked Kate for her contribution to the Staff Senate.

North Carolina State University Staff Senate
Wednesday, May 7, 2014
Senate Chamber – Talley Student Union

Announcements and Remarks:

None

Adjournment:

The Staff Senate meeting was adjourned at 11:09 a.m.

Respectfully submitted by Nancy Phillips Staff Senate Admin. Assistant