

NC State Staff Senate

Wednesday, January 9, 2019

Talley Student Union, Governance Chambers

Present: Kate Shirley, Kelly Vogel, Emily Gower, Breanna Collins, Shawn Colvin, Hayley Hardenbrook, David Hawley, Cathi Dunnagan, Janice Sitzes, Holly Sullenger, Amy Parker, Sara Searcy, Michelle Healey, Sara Lane, Beth Rosen, Dannica Wall-Prestage, LaTonya Scott, James Draper, Becky Castello, BJ Okleshen, Cathy James, LaToya Lucy, Lisa Forrest, Richard Corley, Marsha Bailey Curtis, Tracy Brown, Helen DiPietro, Andrew White, Richard Sapienza, Joe Sutton, Joshua Green, John Grimes, Donise Benton, Melissa Jackson, Elizabeth Dyer, Alan Porch, Lynn Doby, Stefanie LaJuett, Leigh Watkins, Kiresten Branch, Connor Brady, Bradford Hill, Brian Mathis, Ebony Peterson, Ben Strunk, Evelyn Buck, Cecilia Dorado, Monique Merriweather-Yarborough, Barbara Sutton, Brittany Bell, Adam Bensley, Paul Feuchth, Anthony Fortune-Linton, John Starbuck, Lib McGowan, Ranjani Rajagopalan, Annaka Sikkink, Manley Cosper, Chris Deaton, Pat Gaddy, Tiffany Viator, Jill Phipps, Rhonda Greene

Excused: Mollie Khanna, Joyce Barron, Ken Roth, Rasha Qudsieh, Katie Bennett, Yolanda Sanders, Joe Matisse, Angela Nicholson, Emanuel Guzman, Jaelyn Phelps

Absent: Ashley Dockery, Daniel Colleran

Guests: Julie Parenteau, Lani St. Hill, Susan Uy, David DiLouie

Call to Order

Chair, Dr. Jason Painter called the January 9th, meeting to order.

Approval of the December 5, 2018 Minutes, Connor Brady, Parliamentarian

Connor Brady called for a motion to approve the December 5th minutes. A motion and second were made and the minutes were unanimously approved.

Administrative Updates

Marie Williams, Associate Vice Chancellor for Human Resources

- AVC Marie was happy to report that the Chancellor's cabinet approved leave without pay as an option for adverse weather. This is an example of a collaborative effort - kudos to Staff Senate for bringing forth this concern!
- Revised Policy <https://benefits.hr.ncsu.edu/adverse-weather-policies/>
 - We are required by system rules to be able to designate who is mandatory and non-mandatory for adverse weather. The new policy has been broken up by categories to make them clearer, and each unit will have to indicate for every employee on campus who is mandatory and non-mandatory for adverse weather, and who is mandatory and non-mandatory for other emergency events.
- 2018 Leave Certification Process
 - Employees are required to certify their leave balances on an annual basis in the university's time and attendance system. Certification Process can be viewed here: <https://hr.ncsu.edu/news/2019/01/2018-leave-certification-process/>

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Chair's Report, Dr. Jason Painter

- Chair Painter recognized visitors, and asked visitor Julie Parenteau to speak about the proposed Title IX changes.
 - On November 29, 2018, the U.S. Department of Education's Office for Civil Rights ("OCR") proposed new regulations relating to Title IX. The Secretary of Education proposes to amend regulations implementing Title IX of the Education Amendments of 1972 (Title IX). The proposed regulations would clarify and modify Title IX regulatory requirements pertaining to the availability of remedies for violations, the effect of Constitutional protections, the designation of a coordinator to address sex discrimination issues, the dissemination of a nondiscrimination policy, the adoption of grievance procedures, and the process to claim a religious exemption. The proposed regulations would also specify how recipient schools and institutions covered by Title IX (hereinafter collectively referred to as recipients or schools) must respond to incidents of sexual harassment consistent with Title IX's prohibition against sex discrimination. The proposed regulations are intended to promote the purpose of Title IX by requiring recipients to address sexual harassment, assisting and protecting victims of sexual harassment and ensuring that due process protections are in place for individuals accused of sexual harassment.
 - [proposed regulations and instructions on how to comment](#).
- Chair Jason was pleased to report 43 Shout Outs have been awarded! The recipients were given a choice to attend the men's wrestling match or the women's basketball game to receive their award at half time.
- Chair-Elect Janice Sitzes reported that NC State is now a co-host for the upcoming Janet B. Royster Golf Tournament.

Data Security Training - Katie McInerney, OIT Training Coordinator

- Because of the increased need to inform campus users about how to stay safe online, Cybersecurity Awareness Team has developed a training for current Employees. You will be receiving an email some time the end of January and will be automatically registered for the mandatory training via REPORTER. You have 60 days to complete the training, and once you passed the assessment, you will receive a certificate. More information will be forth coming.
- Presentation: <https://docs.google.com/presentation/d/e/2PACX-1vQEkiNUGGmL28aDc07GwRacRLXq883Cip9XSMvW3jiTsulp0Di9Mc5o5kbFemS1Sw7mPexafHdaiWLx/pub?start=false&loop=false&delayms=3000&slide=id.p>

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Wellness & Recreation – Heather Gately, Coordinator, Member Services

- Membership Rates:
 - Staff memberships: \$25/month or \$240/year
 - Payroll deduction: \$20/month
- Household Memberships
- Locker Rentals - \$5/month

Information on group fitness: <https://wellrec.dasa.ncsu.edu/>

Presentation:

<https://docs.google.com/presentation/d/1GGzpTklgsZ8nncXan1G26xslp9jGiWS9p22M6WrSTIY/edit#slide=id.p3>**Committee Reports:****Governance/Elections, Pat Gaddy**

Governance

- Chair Jason, Helen, and Pat met with AVC Marie Williams and completed the bylaws changes. Next step: Executive Board, Governance to make formal proposal and then present to full senate body.

Elections

- Initial contact was made with Suzanne Crockett-OIRP (Office Institutional Research and Planning)
- Meeting scheduled this week
- Identified districts including Extension that were not represented or under represented and was successful in filling those vacancies
- Continuing to look at options specific to Facilities to rid the use of paper ballots during Elections

Human Resources, LaTonya Scott

- HR committee had a successful bountiful harvest food drive. Food donations totaled 7,290 pounds, which is equivalent to 6,125 meals.
- The committee is distributing coats from the Warm the Pack Winter Coat drive on 1/9/2019 at the Brickyard from 1-4 pm.
- The committee is working to schedule two lunch and learns for February and March.

Public Relations, Sara Lane

- Social Media:
 - Had log-in problems with Hootsuite, so we were delayed posting to Twitter and LinkedIn
 - Gone up in group likes
 - Senators: please like/react to the posts to increase our reach.

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- Calendar:
 - Continuing to update this weekly with events that are submitted to the staff senate publicity form
- Constituent Email:
 - Please continue to send this and record when you send it.
- Newsletter:
 - Nancy is now putting together the newsletter
 - Still getting above a 50% open rate on each newsletter
- Video/Billboards:
 - Next meeting, we'll ask two committee members to be on video reading a paragraph about staff senate
 - Created a video of the Staff and Faculty Appreciation women's basketball night that will be on Youtube
- Website:
 - Shoutout page we will be listing who gets shoutouts
 - Updated front page of website with our staff senator's picture.

External Affairs, Mollie Khanna

- A new staff member has been added to the External Affairs, Partnerships, and Economic Development office - Julie Smith, Asst. Vice Chancellor - State Relations. Julie will focus on state legislative activity, as well as UNC GA activity. We are hoping to get an opportunity to meet with Julie and discuss where our committee and her office could collaborate.

Resources & Environment, Beth Rosen

- February (we have 2 events this month) Feb 7th- lunch and learn with Dr. Kirby for the Home efficiency discussion (Talley 4270) and Feb 28th – lunch and learn Eco Driving w/ Richard Sapienza (Talley - room TBD)
- March - Sustainable lawn care possibly at Gregg museum towards late March after 3/17
- April (we have 2 events this month) – Design/build tour on Centennial campus (trying to incorporate both campuses) and REC to host the Earth Day table on the brickyard on 4/22
- May – edible garden tour and demo w/ Brittany and Sonny to showcase the food and options available to students and staff on campus and to highlight where the garden is
- June – possible electrical plant tour (on centennial campus)
- Sustainability Awards banquet on April 3rd will coincide with the Monthly Staff Senate meeting (9:30-11am) REC members will attend as a group to see the work being done on campus and participate in this event. We will discuss nominations at the next months' meeting as those are due by early Feb.

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Diversity, Cecilia Dorado

- Preparing for the Coffee Chat Series
 - Coffee ordered and approved
 - Disability Panel Jan. 17th
 - Preparing information to give to the panel and attendees
 - Ideas for the next coffee chat
 - Ex. Single Parents
 - We informed our committee that without help from them we will not be able to host another event.
 - Shoutout to Melissa Jackson for taking the lead on this panel and really pulling it together. She has been fantastic to work with.

Computer Loan Program, Joe Sutton

- There are approximately 94 computers "out on loan" and about 129 clients. Some of these clients may be listed twice. We're in the middle of cleaning the spreadsheet for 2019 and working on imaging some computers. If any department has Windows laptops or MacBook that are serviceable, they no longer need, please contact Joe or someone in the committee so they can see if they will work.

Employee Experience & Relations, Andrew White

- It was discussed that the Staff Advisory Board Models should be sent to the Executive Committee for forwarding to Marie Williams after the Committee had met with the Senator representing Facilities to discuss their existing model. After that meeting, the models would be updated as appropriate and forwarded to Marie Williams for feedback and approval.

Old Business:

Chair Jason announced that Catherine Reeve will be attending the Executive Board meeting on January 23rd and also speak at our next general meeting on February 6th.

New Business:*Voting of Officers and Committee Chairs*

- Chair Jason proposed elections for committee chairs and officers happen on the same day. This would help with continuity, planning of the Staff Senate Retreat and ongoing momentum.
- Chair Jason addressed questions/concerns from the body. Beth Rosen agreed with Chair Jason and Cecelia Dorado noted this gives time to speak with your supervisor regarding time commitment. Pat Gaddy liked this idea and asked Chair Jason to write up a proposal for the Executive Board to review, followed by the Governance committee, before a formal proposal is made to the general body. It was noted at the UNC General Assembly elections have multiple people run for more than one seat. The key is to get as many people to run as possible.

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- Chair Jason would like to review committees each year, in order to be as effective as they can.
 - How can we better organize to impact NC State?

Concern for Transportation

- Lib McGowan asked a question regarding the park and ride lot at Centennial Campus? Cecelia Dorado shared it should be up and running this Fall.

Adjourn:

- 12:00pm

Respectfully submitted by Nancy Phillips, Staff Senate Admin. Assistant