

NC STATE Staff Senate

General Meeting Minutes

June 6, 2018

Talley Student Union, Governance Chamber

Present: Kelly Vogel, Breanna Collins, David Hawley, Karin Sandler, Ashley Schwed, Kimberly Zugay, Miriam Hines, Beth Rosen, LaTonya Scott, Sabra Stipe, James Draper, BJ Okleshen, Jessica Griffin, Steve Bader, Richard Corley, Amanda Petty, Carissa Burroughs, Helen DiPietro, Richard Sapienza, Janice Sitzes, Alan Porch, Dana Ripperton, Katie Bennett, Yolanda Sanders, Connor Brady, Emanuel Guzman, Monique Merriweather-Yarborough, Angela Nicholson, David Kelly, Paul Feucht, Shanna Harwell, Rodney Holmes, Lib McGowan, Allen Thompson, Adam Bensley, Ranjani Rajagopalan, Randy Davis, Pat Gaddy, Rhonda Greene, Tiffany Viator, Tenille Naumann, AVC Williams, Corrinda Watkins, Roy Baroff

Excused: Charles Jones, Holly Sullenger, Ashley Dockery, David Herpy, Sara Lane, Dannica Wall-Presestage, Nikki Cofield, Jan Gaines, Stefanie LaJuett, Mindi James, Lena Smith, Ben Strunk, Melissa Graves,

Absent: Juan Robson

Call to Order

- Cathi Phillips Dunnagan, Chair of the Staff Senate called the June 6th Staff Senate meeting to order.

Approval of the Staff Senate May 2, 2018 Minutes

- Tenille Naumann Parliamentarian called for a motion to approve the May 2nd Staff Senate minutes. Minutes were unanimously approved.

Associate Vice Chancellor, Marie Williams

- Expressed gratitude for Chair Dunnagan's service to the Staff Senate and also expressed her appreciation to all Senators for their time serving. She is looking forward to working with Chair-Elect Jason Painter to continue to help and assist the Chair along with the Standing Committees.
- Provided an update to the Senators regarding the HR re-organization and stated that the feedback is very positive.
- Shared that the Management Essentials is going extremely well. Classes have been extended into July.
- Stated that not all employees will receive a 2% raise, as it was stated in the news. Explaining that the UNC System will receive a bucket of money, which will be shared with all of the institutions. Once the guidelines are received, they will provide information accordingly.

4-H Congress, Becky Castello

Becky Castello presented information on 4-H Congress and asked if anyone would be willing to serve as judges for the presentation portion only Saturday, July 21st

- This is an annual educational event sponsored by the 4-H Youth Development Department at NC State University and planned by the State 4-H Council.

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Congress will be attended by approximately 800 youth ranging in age from 9 to 19 and representing every county in North Carolina.

- Information was given on how youth qualify to compete at the presentation portion; Youth choose the topic of their choice, it can be anything they would like to talk about; Egg Cookery, Horse, Health & Fitness, Arts, the list is endless. Then they put together the presentation for competition and practice, practice and practice.
- Five separate District Activity Days are held in each area, only the 1st or 2nd place winner of that category are qualified to compete at 4-H Congress.
- At Congress, they compete against the other district winners and a state winner is chosen.
- Select categories will then be qualified to compete nationally.
- Last year the Northeast had two youth go to Kentucky for Poultry.

Anyone interested in becoming a judge please contact Shannon McCollum 919-515-8486 shannon_mccollum@ncsu.edu

Elections, Shanna Harwell

- Introduction of Officer Nominees.

Chair-Elect Nominees:

Pat Gaddy

Administrative Support Specialist, Communication Technologies in the OIT Division.

I have served for many years on the Staff Senate as the voice for my constituents and the university staff. If elected as the Staff Senate Chair, I will be honored to be the continued voice for the university staff and for you, the Senators. I strongly believe that everyone on this campus is valuable no matter who you are or your job function.

I began working at the University in 1991 and my commitment to service and leadership never wavered. From my first job with the University, working in the campus dry-cleaning/laundry room, to my current position as Admin Support to the Assistant Vice Chancellor, my motto has been "Everybody can be great, because everybody can serve."-Dr. Martin Luther King Jr

I first served on the Staff Senate during its conception in 1995 and was pleased to have been a part of building the foundation of what currently stands today. During the years that I did not serve on the Senate, I was still working behind the scenes and lending support. The staff senate allows me to communicate issues and address events that affect staff members; while promoting and facilitating staff participation in the university community.

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Leadership is about service and being able to inspire others in ways that create value for the organization. We may not all be able to do great things individually, but we can do small things together that will impact in a great way! In addition to being active in the university community, I am also involved in community organizations, using my leadership skills to make an impact on others. Just recently, I was nominated and fortunate to win the NC State University 2018 Equity Award for Women. The award annually recognizes faculty, staff and students for their outstanding leadership on and beyond the campus.

I believe I will serve you well in this office and will be honored to work with you and for you. Please consider casting your vote for me, Pat Gaddy, Staff Senate Chair- Elect.

Alan Porch

Alan Porch is a North Carolina native that grew-up in Wake County Alan's first impressions of NC State originate from his Uncle an alumnus of NC State back circa 1979. From a young age, Alan was a Wolfpack fan, and back in 2006 he was able to transition fandom into job-dom.

Alan started as a U-T-S employee in the Department of English and thanks to a strong foundation in university systems and processes-as well as some diverse real-world experience, was able to make the transition to a full-time, permanent staff later that year.

Alan's had the opportunity to work in various administrative, accounting and management position since going full-time with NC State-having worked in both academic and division environments. He's worked under various umbrellas with University Communications in University Advancement and transitioned into the Department of Mathematics in the College of Sciences within the last five years.

Alan's been lucky to build relationships with many members of the campus community-thanks in part to a desire to understand and navigate systems, as well as his background in communication. Alan was fortunate enough to get to know the college communicators early on in his career, and build on his understanding of how the campus works and sometimes doesn't work. What Alan really likes to do though, is makes things work, and work well for everyone seamlessly. It's not always possible, but it's one of the things that drives Alan.

To provide a little more background on Alan, he received his Bachelor of Science from Appalachian State University (and yes, he worked at Tweetsie for a little while), he received his Master of Arts from Louisiana Tech University and has spent time on the radio as well as onstage (and behind it). He's a member of Actors

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Equity Association and while he's not worked in a while, hopes one day to return to theatre. Alan's had experience working with various volunteer boards and served on his Homeowners Associations' Board of Directors for almost five years, two years as President-so he has an understanding of Robert's Rules of Order as well as challenges associated with membership bodies.

One of the most important responsibilities of the Chair-Elect is to see what does and does not work in a Chair, and use those experiences to learn to be the best possible Chair for the body. Sometimes you do have to learn as you go- while never losing sight of the understanding that the reason you are there is to be the voice for the backbone of our university, our staff. As Chair-Elect you are part of a leadership team that helps steer and drive the body to make NC State a better place for everyone to work, to help bring about positive change, and really make NC State the place everyone wants to be. You have the chance to show other systems schools the right way to do things, and you have the ability to influence change for state employees across the state. Maybe it's a little delusional, but you do have the ability and the chance to make NC State a better place to be for everyone who steps foot on this campus. We are here to teach, to research, to learn, but we'd be hard pressed to do that without the staff that are here to support every aspect of that. The Chair- Elect is one of the steps on a journey to be one of the best, strongest and loudest voices to advocate for us all.

Janice Sitzes

My name is Janice Sitzes and I am running for chair-elect of NC State Staff Senate. I am concluding my second year as a staff senator—a tenure that has been incredibly rewarding and enriching. I would like to continue and expand upon my service to the university, which is why I am running for chair-elect. As such, I would "shadow" the chair, as well as serve as a member of the University Council and as one of three representatives from NC State on the UNC System Staff Assembly. At the conclusion of the year, I would move into the chairship, serving as the face and voice of the staff of NC State University at the university, UNC System, and community levels.

During these past two years as a staff senator, I have served on the Resources and Environment Committee (REC). This past year, I have had the privilege of serving as the chair of this committee. With the support and efforts of the dedicated committee members, the committee has had a very active year, offering at least one event or activity per month. These have ranged from lunch and learns (on green cleaning and recycling), to tours (of NC State's agroecology farm and the Sonoco recycling plant), to community service projects (with Habitat for Humanity and Shepherd's Table soup kitchen), to guided greenway bicycle rides and a table at

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NC State's Earth Fair celebration. The group's efforts were recognized and honored with its nomination for a Green Brick Award.

REC is also collaborating with NC State's Sustainability office to launch a new campus-wide program called Sustainability Partners. Open to students, faculty, and staff, Sustainability Partners will be offering opportunities for the NC State community to learn about sustainability and connect with other like-minded individuals. The program kicks off on June 22 with two tours of the Talley rooftop garden.

This past year I have also volunteered with Staff Senate at events such as Packapalooza, women's basketball game employee appreciation event, employee health and wellness fair, and distribution of coats on the brickyard during our coat drive.

This past May marked my 15-year anniversary at NC State. All 15 years have been spent with the McKimmon Center for Extension and Continuing Education in a marketing capacity. I love what I do and being a part of this great university. I firmly believe in the university's mission and am proud of the contributions we make to society through our academics, research, and outreach. I endeavor to serve my university and its employees through involvement with campus groups such as the Council on the Status of Women (and serving as the chair of the Network for Information subcommittee), as a Wellness Champion for McKimmon, and as the leader of the leadership team of the Staff Women's Network. The Staff Women's Network seeks to create a positive and inclusive environment for female staff members at NC State through educational, social, and service experiences. I am responsible for leading the leadership team in planning, coordinating, and promoting events that foster networking, personal and professional development, and community service. Through this, I have become familiar with not only a multitude of wonderful women, but also the variety and multitude of departments and vast resources of this campus.

As chair-elect, and subsequently chair, I seek to continue to serve as a representative of, and advocate for, NC State staff, and create a welcoming environment that is enriching, rewarding, and equitable and enables a work-life balance for all.

Vice Chair Nominee:

Helen DiPietro

Please accept my credentials for the position of Staff Senate Vice Chair. As I understand this position, the Vice Chair

1. will preside at all meetings of the Senate in the absence of the Chair,

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2. will serve as representative of Staff Senate in the absence of the Chair,
3. will assist in leadership responsibilities, and
4. will research and handle constituents' concerns.

This position is a solver of issues that are brought to the Staff Senates attention. I would like to state that I have an extensive background in research and solving problems. I was involved for 30+ years in the construction regulatory field performing work such as: building code research, interpretations of various codes and laws, and preparing written reports and white pages. I have also been a member of committees that write building codes- ANSI, ICC, and NFPA. I have taught continuing education classes to NCDOI Engineering staff and NC state inspectors. In addition to reviewing plans, interpreting codes, serving on committees and educating, I have served on the State Emergency Response Team (SERT). So I know how to do research and be a team player.

In addition to my research background, I also have management experience. I have owned and managed my own construction consulting business for 11 years, including maintaining the financial and administrative records. I have completed Path 1 and 2 of the Pathways Leadership Program. Currently, I am the Office Manager of the Engineering Communications Department of the NC State College of Engineering, and Chair of the Staff Senate Governance Committee

Being highly motivated, results oriented, and quality focused, I enjoy leading within a dynamic team-oriented environment. I am known as a leader who is able to make informed decisions and work cohesively with teams to meet deadlines. I feel these skills and experiences can be applied with equal dedication to this position.

**Parliamentarian Nominee:
Connor Brady**

I am Connor Brady, a candidate for the position of Parliamentarian of the Staff Senate. I have just finished my first year as a Senator serving the Division of Academic and Student Affairs. I have worked for University Housing at NC State since June of 2016, serving the students of the University Honors Village.

Previously, I attended UNC Chapel Hill for a Bachelor's degree in Political Science and worked and studied at Oklahoma State University for a Master's degree in Educational Leadership Studies. Outside of the University, I am an active member of the Raleigh Jaycees and am completing my second term as seminar chair for Hugh O'Brian Youth Leadership for the eastern North Carolina region.

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The Staff Senate represents the voice of those who make the university go - or, specifically, those who make the university Think and Do. The voice we provide is important to representing interests of staff members make the university what it is to our biggest stakeholder - our students.

As Parliamentarian, I will be responsible for ensuring the smooth operations of our work through accountability to our bylaws and Robert's Rules of Order. My experience in this realm comes from a year of serving on our Governance Committee as well as two years at UNC Chapel Hill as first a member and finally the Speaker (Chair) of the Student Congress. My time on Governance has shown me the inner-workings of our organization and the "why" behind our structure and history. My time as Speaker of Congress at Chapel Hill taught me the value of advocacy and the voices that make up a collective voice. I have an intricate interest in continuing through this role the open, respectful, and inclusive environment we all enjoy as Staff Senators.

While I am unable to be with you at our meeting on June 6, I hope you will consider supporting me for Parliamentarian of the Staff Senate. I can be reached via email at connor_brady@ncsu.edu with any questions you may have for me. Thank you!

Voting

- Staff Senators

Chair's Report, Cathi Phillips Dunnagan

- Chair Dunnagan expressed gratitude to all Senators for their service to the Staff Senate.
- Chair Dunnagan presented the following Rolling Off Certificates to:
 - Charles Jones, Karin Sandler, Ashley Schwed, Miriam Hines, David Herpy, Sabra Stipe, Jessica Griffin, Nikki Cofield, Steve Bader, Amanda Petty, Carissa Burroughs, Shawnda Hill, Jan Gaines, Melissa Graves, David Kelly, Shanna Harwell, Allen Thompson, Tenille Naumann, Carol Haywood
- Chair Dunnagan presented the following Head of the Pack Certificates to:
 - David Herpy, Rodney Holmes, Allen Thompson, Paul Feucht, Shanna Harwell, Yolanda Sanders, Nikki Cofield, Janice Sitzes, Joe Sutton, Helen DiPietro, Ashley Schwed, Sabra Stipe, Tenille Naumann, Karin Sandler, Sara Lane, Beth Rosen

Committee Reports:

Governance, Helen DiPietro

- Governance/ Election Committee met for the last time to formulate a plan for next year. Discussed was a method to change timeline for choosing

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committee chairs. Currently the chairs form the majority of the Executive Committee which supports the Staff Senate Chair. As such there are no chairs of committees from June until August each year. Therefore the chair and officers are left to plan the retreat and formulate plans for the upcoming year with out the full input of the executive committee.

- Some Ideas:
 1. Move up the election of officers to February
 2. Ask for nominees of chairs from the full body of the senate at same time as officer elections.
 3. Require that nominees have one year of service on senate.
- Would like the changes, once they have been vetted by new G/E committee, to be added to current draft of bylaws, but not sure if timing would work. The current bylaws are in the hands of AVC Marie Williams for review.

Human Resources, Yolanda Sanders

Discussed the following with remaining Senator:

- Covered the last two years of HR Committee agenda items.
- Turned over all documents, contact list, flyers, and other materials stored in HR Committee google doc folder.

Public Relations, Nikki Cofield

- No report.

External Affairs, Ashley Schwed

- 2018 Budget Adjustment was approved by the legislature
 - Included a 2% raise for state employees and 5 days of bonus leave this does not include UNC System employees
 - \$20 million is allocated for UNC System Salaries up to the Board of Governors to decide how it is distributed
 - Full-time permanent employees who make under \$15/hr. will be increased to \$31,200
- Reviewed the UNC System's 2018 Legislative Priorities https://www.northcarolina.edu/sites/default/files/2018_legislative_policy_priorities.pdf
- Reviewed the UNC System's Legislative Budget Priorities https://www.northcarolina.edu/sites/default/files/2018_legislative_budgetary_priorities.pdf

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Resources & Environment, Janice Sitzes

- Next social greenway bicycle ride is Wednesday, June 20 at 12:15. Ride will depart from Carmichael Recreation Center.
- The Sustainability Partners program kicks off on June 22 with two tours-- from 8:00-8:30 a.m. and 8:30-9:00 a.m.--of the Talley rooftop garden. The next event--a tour of floating islands--is July 24.

Diversity, Sabra Stipe

- The Diversity Committee is not certain who the next members will be or who will be Chair. We are prepared to hand off our activities and information. We are particularly interested in knowing as soon as possible if the new Diversity Committee is going to host Dancing Around the World. If not, we will work toward taking it elsewhere.
- Recommend changing the name of the Committee to Inclusion and Diversity Committee.

Computer Loan Program, Joe Sutton

- The Program received power supplies for last donation of MacBooks, waiting on the 3 clients on the Waitlist to pick up their MacBooks. We are looking to receive additional Macbooks and PCs. The committee is continuing to verify and update the client list with renewals. We are continuing to setup the team to do imaging. As always, we are continuing to help our clients.

Results of Election, Shanna Harwell

Parliamentarian

- Connor Brady

Vice Chair

- Helen DiPietro

Chair-Elect

- Janice Sitzes

Adjourn:

- 12:00pm

Respectfully submitted by Nancy Phillips Staff Senate Administrative Assistant